

**CITY OF SHOREVIEW  
AGENDA  
REGULAR CITY COUNCIL MEETING  
October 17, 2016  
7:00 P.M.**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**APPROVAL OF AGENDA**

**PROCLAMATIONS AND RECOGNITIONS**

**CITIZENS COMMENTS** - *Individuals may address the City Council about any item not included on the regular agenda. Specific procedures that are used for Citizens Comments are available on notecards located in the rack near the entrance to the Council Chambers. Speakers are requested to come to the podium, state their name and address for the clerk's record, and limit their remarks to three minutes. Generally, the City Council will not take official action on items discussed at this time, but may typically refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.*

**COUNCIL COMMENTS**

**CONSENT AGENDA** - *These items are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from the Consent Agenda and placed elsewhere on the agenda.*

1. October 3, 2016 City Council Meeting Minutes
2. Receipt of Committee/Commission Minutes—  
--Economic Authority Commission; October 3, 2016
3. Monthly Reports  
--Administration/Community Development  
--Finance  
--Public Works  
--Park and Recreation
4. Verified Claims
5. Purchases
6. Developer Escrow Reduction

7. Approve Change Order #1 for Well 6 Raw Water Pipeline, City Project 16-21
8. Approve Curbside Recycling Budget, Recycling Fee, and Authorize Request of SCORE Funding Allocation
9. Approve Change Order #4 for Water Treatment Plant, City Project 14-02

#### **PUBLIC HEARING**

#### **GENERAL BUSINESS**

10. Gramsie Woods – Golden Valley Land Company
  - A. Appeal of Variance – David and Mary O’Neal
  - B. Rezoning\* and Preliminary Plat
11. Municipal Consent for Final Layout for I-35W Managed Lane Improvement

#### **STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS**

#### **SPECIAL ORDER OF BUSINESS**

#### **ADJOURNMENT**

**\* Denotes items that require four votes of the City Council.**

**CITY OF SHOREVIEW  
MINUTES  
REGULAR CITY COUNCIL MEETING  
October 3, 2016**

**CALL TO ORDER**

Mayor Martin called the regular meeting of the Shoreview City Council to order at 7:00 p.m. on October 3, 2016.

**PLEDGE OF ALLEGIANCE**

The meeting opened with the Pledge of Allegiance.

**ROLL CALL**

The following members were present: Mayor Martin; Councilmembers Quigley, Springhorn and Wickstrom

Councilmember Johnson was absent.

**APPROVAL OF AGENDA**

MOTION: by Councilmember Wickstrom, seconded by Councilmember Springhorn to approve the October 3, 2016 agenda as submitted.

VOTE: Ayes - 4 Nays - 0

**PROCLAMATIONS AND RECOGNITIONS**

There were none.

**CITIZEN COMMENTS**

There were none.

**COUNCIL COMMENTS**

**Councilmember Quigley:**

There will be an open house at the Lake Johanna Fire Department Station 3 on Saturday, October 8, 2016, from 11:00 a.m. to 2:00 p.m.

There will be a Ramsey County deer hunt. City Manager Schwerm added that the hunt will take place over two weekends at various Ramsey County parks and open space areas—Snail Lake Park, Poplar Lake, and Rice Creek. A press release has been issued for this annual bow hunt, and the areas will be posted when the hunt takes place.

Cleanup Day is Saturday, October 8, 2016, between 7:00 a.m. and noon.

**Councilmember Wickstrom:**

In conjunction with the Open House at the Fire Station, the Shoreview Historical Society will offer tours of the Lepak/Larson House and the Guerin Gas Station. Tours of the Larson/Lepak House will be from 10:00 to noon, and tours of the Guerin Gas Station will be from noon to 3:00 p.m.

The Farmers' Market continues on Tuesdays until October 25, 2016. Hours have changed from 3:00 to 6:00 p.m. because of earlier darkness.

October 7, 2016 is National Coffee with a Cop Day. Deputies will be at Brueggers in North Oaks from 9:00 to 10:30 a.m. Anyone interested is invited.

**Councilmember Springhorn:**

The Taste of the Northeast, a fundraiser for Northeast Youth and Family Services, will be Thursday, October 6, 2016, from 5:30 to 8:00 p.m. at the Vadnais Heights Commons. Online ticket sales have ended so the cost is \$40 at the door.

Tuesday, October 4, 2016, the League of Women Voters is sponsoring a candidate forum for candidates for Senate District 42 and House Districts 42A and 42B at 7:00 p.m.

Wednesday, October 5, 2016, the Shoreview Community Garden Club will celebrate its 25th anniversary with a program/speaker at the Community Center. All are invited.

The pool is open again after annual maintenance. The Fitness Center locker rooms are closed this week for maintenance.

**CONSENT AGENDA**

The September 19, 2016 Council Meeting Minutes were pulled for discussion. Councilmember Wickstrom made the following corrections: 1) Reference to Journey Homes mentioned with the Green Community Awards under Proclamations should be Journey Home; and 2) the correction to the September 6, 2016, noted in the minutes of September 19, 2016 minutes, should state that Lyft does not serve the entire City—Uber does serve the whole City.

Councilmember Springhorn noted that election judges for the November 8, 2016 election are being appointed with this motion. He expressed appreciation on behalf of the City for the willingness of these people to serve in this way.

Mayor Martin also noted that absentee balloting is now taking place at City Hall.

Councilmember Wickstrom added that early voting will begin 7 days before the election. The difference between an absentee ballot and early voting is that when voting early, the ballot is put directly into the tabulator and voters will know immediately if a mistake was made. Absentee



balloting is expensive and time intensive. There have been situations when ballots were folded and had to be redone by election judges in order to put the ballot in the machine. She encouraged people to vote early if possible and to encourage legislative representatives to pass legislation that would allow even earlier voting.

Councilmember Quigley stated that he just learned about the League of Women Voters candidate forum and would have liked to see it better advertised. City Manager Schwerm stated that the event will be taped and rebroadcast on channel 16 and web-streamed for the people that are interested.

Mayor Martin noted that there is no candidate forum for the five candidates running for City Council. She would have liked to see an event for local candidates.

**MOTION:** by Councilmember Quigley, seconded by Councilmember Springhorn to adopt the Consent Agenda for October 3, 2016, and all relevant resolutions for item Nos. 1, as amended, through 10:

1. September 12, 2016 City Council Workshop Minutes
2. September 19, 2016 City Council Meeting Minutes, as corrected
3. Receipt of Committee/Commission Minutes:
  - Planning Commission Minutes; August 30, 2016
  - Human Rights Commission Minutes; August 24, 2016
4. Verified Claims in the Amount of \$1,128,384.50
5. Purchases
6. License Applications
7. Appoint Election Judges for the November 8, 2016 General Election
8. Authorize Execution of Easement Agreement - Lake Point and Court
9. Approve Change Order #2 - Grams Road Rehabilitation, City Project 16-05
10. Establish Project and Order Preparation of Feasibility Study - Colleen and Dawn Avenues and Rustic Place, City Project 17-01

VOTE:                      Ayes - 4                      Nays - 0

### **ADJOURNMENT**

**MOTION:** by Councilmember Wickstrom, seconded by Councilmember Quigley to adjourn the meeting at 7:12 p.m.

**VOTE:**                      **Ayes - 4                      Nays - 0**

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE \_\_\_\_ DAY OF \_\_\_\_\_ 2016.

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Terry Schwerm  
City Manager

**SHOREVIEW ECONOMIC DEVELOPMENT AUTHORITY  
MEETING MINUTES  
October 3, 2016**

**CALL TO ORDER**

Vice President Sue Denkinger called the meeting to order on October 3, 2016 5:30 p.m.

**ROLL CALL**

The following members were present: Vice President Sue Denkinger; and Board Members Sandy Martin, Shelly Myrland and Terry Quigley.

President Emy Johnson had an excused absence.

Also attending this meeting:

Terry Schwerm	City Manager
Tom Simonson	Assistant City Manager/Community Development Director
Niki Hill	Economic Development and Planning Associate

Kirstin Barsness	Economic Development Consultant
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Greco Properties and Development	Josh Bransted
Greco Properties and Development	Brad Swenson
CBRE	Mike Marinovich
Eagle Ridge Partners	Kristin Meyer
Eagle Ridge Partners	Chris Student

**APPROVAL OF AGENDA**

**MOTION:** by Quigley, seconded by Myrland, to approve the October 3, 2016 meeting agenda as submitted.

**VOTE:**                      **Ayes - 4**                      **Nays - 0**

**APPROVAL OF MINUTES**

The following corrections were made to the minutes: 1) Page 3, last sentence, change word "new" to "now".

**MOTION:** by Martin, seconded by Myrland, to approve the September 12, 2016 meeting minutes as corrected.

**VOTE:**                      **Ayes - 4**                      **Nays – 0**

## **FINANCES AND BUDGET**

Simonson noted the three reports for the EDA, HRA and Home Improvement Loan accounts and stated that there is nothing significant to report.

**MOTION:** by Quigley, seconded by Myrland, to accept the monthly EDA Financial Reports through August 31, 2016, and approve the following payment of claims and purchases:

1. Community Reinvestment Fund – July 2016 – 152.00 (Fund 307)  
(Date Paid: 8/19/2016)
2. Barsness, Kirstin (July Consulting) – \$3,040.00 (Fund 240)  
(Date Paid: 8/1/2016)
3. St Paul Area Chamber – Membership Investment – \$450.00 (Fund 240)  
(Date Paid: 8/3/2016)
4. Allen, Deanne (EDA Minutes 8-1-2016) – \$200.00 (Fund 240)  
(Date Paid: 8/11/2016)
5. Panino's (EDA Supplies) - \$144.26 (Fund 240)  
(Date Paid: 8/17/2016)

**VOTE:**

**Ayes - 4**

**Nays - 0**

## **GENERAL BUSINESS**

### **DISCUSSION OF 1005 GRAMSIE ROAD (SHOREVIEW CORPORATE CENTER) MULTI-FAMILY REDEVELOPMENT PROPOSAL BY GRECO DEVELOPMENT**

The following guests were introduced:

Josh Bransted	Greco Properties
Brad Swenson	Greco Properties
Mike Marinovich	CBRE
Kristin Meyer	Eagle Ridge Partners
Chris Student	Eagle Ridge Partners

Simonson said that as the EDA knows the owners of the Shoreview Corporate Center has been exploring redevelopment and major renovation options for the 1005 Gramsie Road building. The building has been essentially vacant for the past decade and requires significant upgrades to make it marketable for business. The best option may be to tear down the old facility and consider new development.

Simonson added that to date Eagle Ridge has received mostly lower end industrial type interest which would not be compatible with the quality of the campus with major corporations like Ally Financial, Land O' Lakes, and Hill-Rom. They have also considered previously a mini-storage facility for the property, and most recently received interest from two different non-profit users. Eagle Ridge has now been approach by Greco Development with interest in redeveloping the property for Class A style market rate apartments. Greco will be going to the Planning

Commission and City Council in the next month to present a concept plan for feedback, but staff felt it might be beneficial to have Greco and Eagle Ridge present the proposal with the EDA since it is a departure from previous discussions on the property.

Eagle Ridge Partners is the owner of the Shoreview Corporate Center, which consists of five buildings located on a square block with Lexington Avenue to the east, County Road F to the north, Gramsie Road to the south and Chatsworth to the west. All buildings are fully leased except the building at 1005 Gramsie Road. Eagle Ridge has undertaken a number of improvements to better position the business park to attract quality tenants, such as new signage and increasing the number of parking spaces. Still, there is a lack of sufficient parking to meet today's office/corporate needs. The condition of the building at 1005 Gramsie Road and its limited function makes it a challenge to attract business tenants. It was built in 1982 by Deluxe Check and designed for check printing operations. Greco Development has reached agreement with Eagle Ridge to purchase 1005 Gramsie Road, subject to approval by the City.

**Mr. Bransted**, Greco Development, stated that Greco and Eagle Ridge Properties would be the developers of the proposed multi-family housing project and long-term owners of 1005 Gramsie. BKV would be the project architect firm. Frana Construction would be the construction contractor. Greco has completed approximately 1500 living units, 10% of which are mixed use. Their focus is on creating Class A, fun living, high end apartments with great amenities.

Quigley asked for a definition of the market rate. Mr. Bransted explained that Class A refers to higher end apartments in a building that offers a full range of amenities. The price range is from \$1000 to \$3000/ month. Class B units are more limited with inside finishes and amenity spaces at a price range of \$700 to \$1800/month. Class C would be older properties that need to be updated and revamped. Larger units would be \$1250 to \$1300/month.

**Mr. Marinovich** stated that the Gramsie site is approximately 160,000 square feet with approximately 62,000 square feet of office space per floor. There is one short-term tenant in the warehouse space at a deeply discounted rate because the space does not allow for efficient warehousing racking. The location off I-694 and Lexington provides good access. It has been difficult to sell the TIF package for prospective businesses because of the limitations of the building.

**Ms. Meyer** added that the limiting structural elements far exceed the amount of TIF available at that rental rate. Low cost users are the most interested and have no plans to change the exterior or the facade. They just want the cheapest space possible. Looking at it from a housing perspective, the demographics would work, the rent would work, and occupancy is expected to be high. The housing would be on the least visible, least traveled portion of the site. The TIF dollars available and potential rent do not support tearing down the building and rebuilding.

Simonson stated that the City prefers a high end corporate user, but with the limits of the building, parking challenges, and hidden location of the property, Eagle Ridge has been unable to bring forward a company in the last year. Staff has reviewed the proposed concept and believes high end apartments could stabilize the campus. With Land O'Lakes moving by 2018, the focus to bring strong corporate employers may be best targeted for those buildings. A high

quality apartment complex near amenities and within walking distance of major employers could benefit the campus and the community. It is also consistent with the goal of attracting young people to Shoreview. While the redevelopment would not bring jobs as a business would to the site, the tax value would be significantly higher than any business development likely to occur.

**Mr. Bransted** stated that companies who show interest in the City do not have good housing options. The proposal would be in two phases with 200 units being built in each phase. This would include 200 to 210 underground parking stalls for each phase. In addition, there would be 190 surface parking stalls. Units would consist of a mix of 40% two and three bedrooms and 60% one bedroom and studio apartments. Lifestyle amenities include outdoor pool and deck, outdoor kitchens and grilling areas, dog run, clubhouse and cyber cafe, outdoor fireplaces, business center, enhanced outdoor green space and a lawn game court. The soils are poor because they are compacted and need to be corrected. That would provide opportunities for creative use of impervious surface.

Quigley asked if there would be affordable units. Mr. Bransted answered that none are anticipated at this time. Simonson added that staff will look at that issue. It may be possible that the TIF financing could cover a part of the cost of affordable units without diminishing the quality of development.

**Ms. Meyer** added that market studies will be done to show the types of units needed and how many should be affordable.

Martin stated it is important to her to see that market study research and to include affordable units. She questioned the impact of this development and when there is enough multi-family housing. Mr. Bransted explained that once out of the boundary of Shoreview, there is a significant increase of renter housing. Ms. Meyer added that looking at a one-mile radius from the site, there is a 14% demographic of renter population; a 3-mile radius shows 24% rental which is consistent with the 25% at the 5-mile radius. Mr. Bransted stated that occupancy for the radius at 1, 3 and 5 miles is at 98%, which is as good as Minneapolis. At 93% occupancy, the development is considered stable. He believes the TCAAP and the business dynamic of the area will support this development. The amount of green space is a big plus and may allow a putting green. Surface water will be managed onsite.

Simonson asked if there would be opportunity for any type of special restaurant. Mr. Bransted responded that any type of retail on this site would be very difficult because it is so far removed from Lexington. However, this residential development will drive more retail along Lexington.

Quigley asked the demographic ratio expected. Mr. Bransted noted that about 60% of employees in Shoreview sit in traffic every day trying to get to work. They will certainly be one demographic. Empty nesters are another viable group. Yet another demographic is young families who rent one to two years until they decide what neighborhood they want and then buy a house. The Mounds View School District is an attraction to young families.

Martin stated that while the City is always looking to bring jobs into the community, housing is an important factor as well. She believes that the project would have great benefits to Shoreview and help with the long-term success of the corporate park.

Other EDA members also provided positive feedback on the concept.

Simonson stated that the proposal will go to the Planning Commission later in October with a request for a Concept PUD review and then to the City Council.

### **BUSINESS AND DEVELOPMENT UPDATES**

**BRE Visit:** Simonson stated that a BRE visit is scheduled to Ally Financial by the Economic Development Commission on October 18, 2016.

**Business Exchange:** The Business Exchange will be October 19, 2016. Information will be sent out to businesses.

**DJO Global Building:** Staff has been working with brokers regarding the DJO Global/Empi building on Cardigan Road. That is another building that has an outdated design like the 1005 Gramsie property. The building is 90,000 square feet redesigned as an office use for DJO but columns and concrete slab for the second floor makes the building difficult to change for multi-tenant or office/warehousing use.

**Children's Hospital Property:** Ryan Companies are pursuing three potential groups for development of the Children's Hospital property. Staff is working with Ryan on attracting a desired development.

**Woolpert/WaterWalk:** This corporate lodging project being proposed on the Shoreview Business Campus site has had feedback from the Planning Commission and City Council on a concept plan. There is concern about the height of the building, the layout and appropriate use for the site. Woolpert will be presenting a PUD Development Stage review to the Planning Commission in November.

### **Schwab-Vollhaber-Lubratt (SVL)**

This proposal has been pulled from potential development on the Shoreview Business Campus.

### **ADJOURNMENT**

**MOTION:** by Martin, seconded by Myrland, to adjourn the meeting. Vice President Deninger declared the meeting adjourned at 6:35 p.m.

**VOTE:**

**Ayes - 5**

**Nays - 0**

# Memorandum

**To:** Mayor and City Council Members  
City Manager

**From:** Tom Simonson  
Assistant City Manager and Community Development Director

**Date:** October 13, 2016

**Re:** Monthly Report  
- Administration Department  
- Community Development Department

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## **ADMINISTRATION DEPARTMENT**

### **Elections**

Absentee voting began on September 23<sup>rd</sup>, and there have been a significant number of voters taking advantage of voting prior to election day. Deputy City Clerk Amy Truhlar estimates that over 1,500 absentee voting applications have been processed. In order to serve residents, the second transaction counter is open during normal business hours at City Hall, and additional temporary staff has been hired to assist voters. Like the primary, absentee ballots will again be processed by Ramsey County.

Judges have been assigned for the general election. Two training sessions for judges will be held on October 13<sup>th</sup> and October 18<sup>th</sup>. Large turnout is expected at the general election on Tuesday, November 8<sup>th</sup>.

Voters may also choose to participate in early voting, which will take place the week of Tuesday, November 1 - Monday, November 7.

Hours for early voting will be:

Tuesday, November 1 - Friday, November 4	8:00 am - 4:30 pm
Saturday, November 5	10:00 am - 3:00 pm
Monday, November 7	8:00 am - 5:00 pm

### **Volunteer Appreciation Dinner**

The Volunteer Appreciation Dinner is scheduled for Thursday, November 17, 2016. The evening starts at 5:30 p.m. with a social, with the dinner beginning at 6:00 p.m. and followed by the formal program at 7:00 p.m. At this annual event, the City Council recognizes members of the City's Committees and Commissions, as well as community organizations such as the Historical



Society, Northern Lights Band, Sister City Association, Community Foundation, and Slice of Shoreview Committee. Invitations to the event will be sent out early next week.

### Holiday Lighting Ceremony

The annual Holiday Lighting Ceremony at the Community Center will be held at 6:00 pm on Monday, November 14<sup>th</sup> prior to the City Council workshop meeting. The choir from Turtle Lake School has been invited to perform at the event.

## COMMUNITY DEVELOPMENT DEPARTMENT

### Economic Development

- The Economic Development Authority (EDA) was recently updated on several potential economic development projects including an effort to attract a business prospect to the Children's Hospital property in the Rice Creek Corporate Park, and options being considered by Eagle Ridge Partners on either major renovations or full redevelopment of the 1005 Gramsie building in the Shoreview Corporate Center. Both projects could involve requests for City financial assistance.
- The EDC and City Council are hosting the ***Shoreview Business Exchange*** networking that is scheduled for Wednesday, October 19<sup>th</sup> from 5 to 7 p.m. at the North Metro Meeting & Event Center in the Best Western Plus.

Drop in anytime!  
Appetizers and Beverages  
will be provided.  
Cash Bar also available.



## Shoreview Business Exchange

Network with Shoreview businesses  
and City representatives

**Wednesday  
October 19, 2016  
5 - 7 P.M.**

**North Metro Event Center**  
**1000 Gramsie Road**  
Best Western Plus at I-694 and Lexington Ave.  
[Former Hampton Inn]

- The Economic Development Commission continues to focus on the Business Retention & Expansion (BRE) Program including developing a database for tracking communications with our businesses, a goal of conducting business visits, developing a resources packet for business retention and attraction, and continuing and broadening our business outreach. City staff is currently reaching out to the businesses identified to schedule visits in the next few months.
- An EDC “On the Road” business meeting is planned for October 18<sup>th</sup> to visit and tour the new Ally Financial Services office at 4000 Lexington Avenue in the Shoreview Corporate Center. Council members are invited to attend.

### **Planning Commission**

The Planning Commission will be holding its regular meeting on October 25<sup>th</sup>, with the following items expected on the agenda:

- Two Comprehensive Sign Plans, including one to add signage for the new liquor store in Super Target, 3800 Lexington Avenue.
- Special Fence Permit to install a fence taller than what is permitted on a residential property.
- Variance to reduce the required side yard setback for a single-family home on a substandard residential lot.
- Planned Unit Development-Concept Stage to redevelop the property at 1005 Gramsie Avenue with a high-end 400-unit apartment complex proposed by Greco Development.

Information can be found on the City’s website at:

<http://www.shoreviewmn.gov/departments/community-development/planning-and-zoning/current-development-projects>

### **Senior Planner Rob Warwick Retirement**

Long-time Senior Planner Rob Warwick has submitted his retirement notice. Rob will be retiring on November 4<sup>th</sup>. The City Council is invited to say goodbye and wish him well at his Retirement Party, which will be held at 2:30 pm in the Richard A. Wedell Community Room at the Shoreview Community Center. Planning Commission members will also be invited.

Rob has worked in the Community Development Department since 2002. During this time he has served as one of the primary planning staff to the Planning Commission, was the staff liaison to the Lake Regulations Committee, and has handled a number of special projects and duties including the oversight of the City’s wireless telecommunications facility leases.

Staff is working with the Human Resources Department on filling this position.

## **2040 Comprehensive Plan**

Local communities are required to coordinate their comprehensive plans with the Metropolitan Council's regional plans to achieve efficient growth and meet the needs of their residents. The Met Council develops a comprehensive development plan called Thrive MSP 2040 that helps guide the future growth of the region.

The Met Council also develops individual plans for regional transportation, parks, housing and water resources. These include:

- Transportation Policy Plan
- Housing Policy Plan
- Parks Policy Plan
- Water Resources Management Policy Plan

The Met Council periodically updates its plans for regional systems - transportation, wastewater and parks. Local governments in the metro area may need to change their own comprehensive plans to coordinate with the revised regional plans. The Met Council sends all regional cities and counties a customized document called a "system statement" that shows how it is affected by the Council's policy plans for regional systems. System statements are intended to help communities amend, if necessary, their local comprehensive plans.

Staff from the Community Development and Public Works Departments has begun discussions regarding the update process, public involvement, plan format and requirements. A workshop will be scheduled with the City Council in the near future to review the recommended process and key requirements. Planning staff also regularly is attending relevant professional workshops regarding the Comprehensive Plan Update. Cities are required to have their Comprehensive Plan submitted to the Metropolitan Council by December 31, 2018.

## **Housing and Code Enforcement**

### **Rental Licensing**

- The following table compares the number of issued General Dwelling Unit (GDU) licenses:

<b>Rental Licenses (GDUs)</b>			
Year	2014	2015	2016 (to date)
Issued	554	606	585

- Inspections for the GDU units are geographically scheduled by neighborhood throughout the City. Three-hundred eight (308) GDU units are scheduled for inspection in 2016, with 283 already having been inspected this year to date.

- Inspections for Zone 15 (of 15 zones total) are scheduled the week of October 24<sup>th</sup>. Zone 15 consists of all the properties within the city that are managed by Renters Warehouse.

### **Code Enforcement**

There have been 15 new Code Enforcement cases in the past month. The following table summarizes the Code Enforcement activity:

<b>Code Enforcement Cases</b>			
	Total No. of Cases	Open Citations	Hoarding Cases*
2016	126	1	3
2015	185	3	2

*\* Ongoing Hoarding Cases – 6*

- The City selected three smaller neighborhoods scattered throughout the community for the fall **SHINE** inspection program. Notices in advance of the neighborhood inspections have been mailed with information on common property and housing maintenance regulations, and the recent Shoreview Clean-Up Day. Property inspections are scheduled for the week of October 17<sup>th</sup>. A total of 161 properties will be inspected. The attached map identifies the neighborhoods that have been selected.

### **Other News and Information**

- ❑ Attached are the monthly services reports from the Housing Resource Center.
- ❑ Attached is the monthly building permit activity report from the Building Official.

TO: Terry Schwerm, City Manager

FROM: Fred Espe, Finance Director

DATE: October 5, 2016

RE: Monthly Finance Report

### Utility Revenue

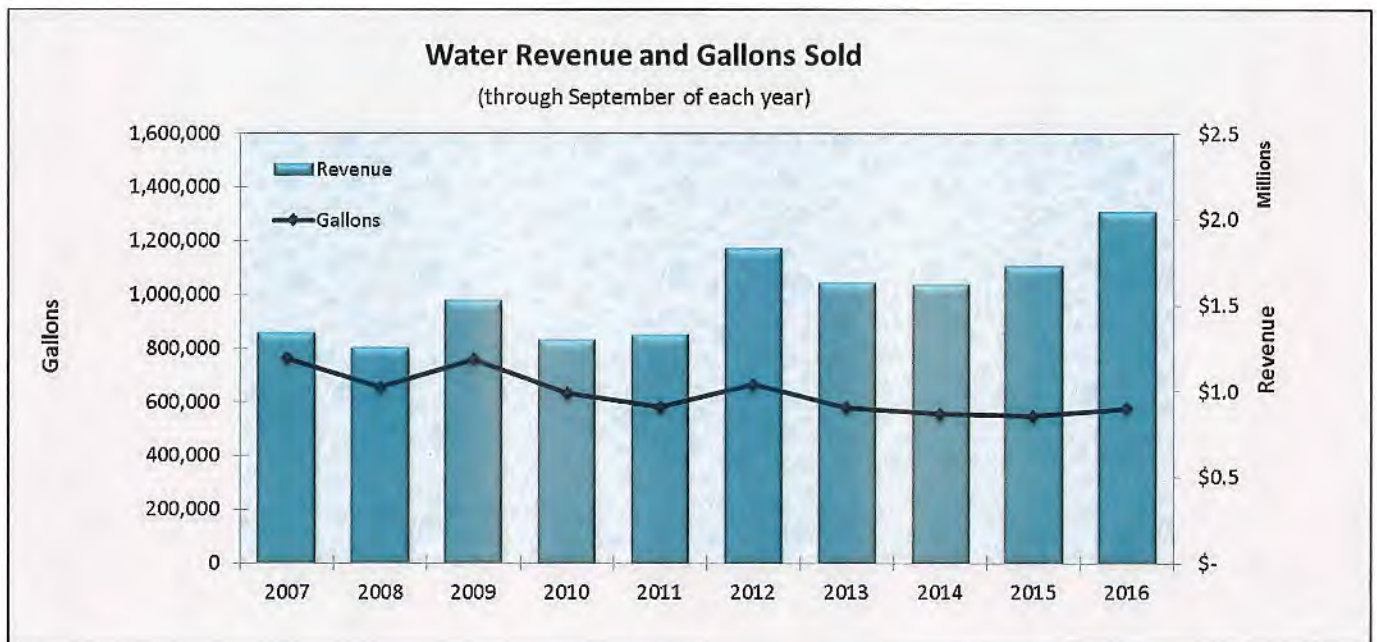
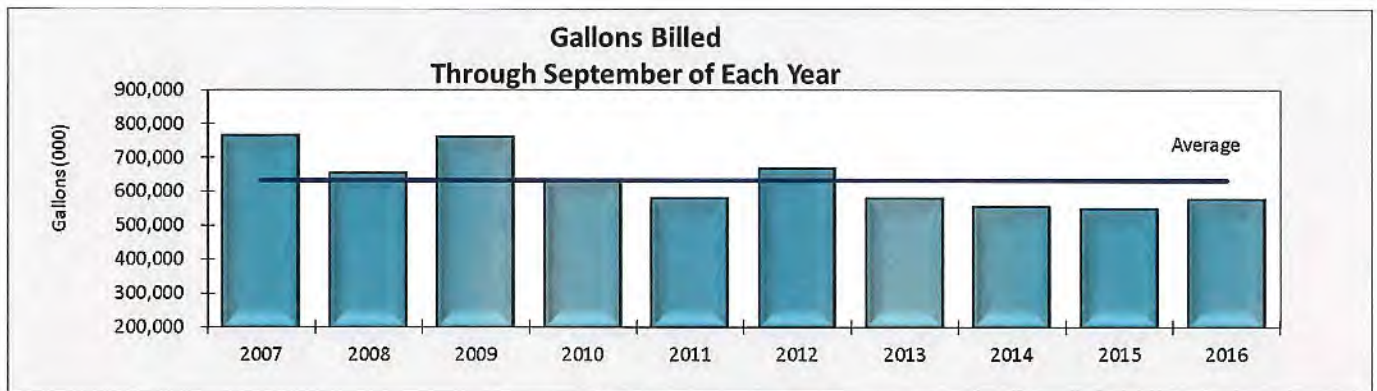
The table below contains gallons sold and monthly utility revenue through September of 2016 as compared to actual for the same period in 2015.

Month	Gallons	Utility Revenues				
		Water	Sewer	Surf Wtr	St Light	Total
Jan-15	53,824,710	\$ 173,100	\$ 317,620	\$ 112,881	\$ 41,631	\$ 645,232
Feb-15	42,069,513	\$ 129,794	\$ 274,262	\$ 93,405	\$ 35,848	\$ 533,309
Mar-15	54,275,495	\$ 175,320	\$ 370,349	\$ 145,925	\$ 52,062	\$ 743,656
Apr-15	46,516,846	\$ 153,019	\$ 316,439	\$ 113,630	\$ 41,751	\$ 624,839
May-15	44,075,778	\$ 140,461	\$ 277,207	\$ 93,886	\$ 36,012	\$ 547,566
Jun-15	65,246,965	\$ 207,621	\$ 378,089	\$ 146,665	\$ 52,365	\$ 784,740
Jul-15	76,606,274	\$ 236,878	\$ 319,652	\$ 113,640	\$ 41,913	\$ 712,083
Aug-15	71,083,917	\$ 237,890	\$ 283,729	\$ 95,621	\$ 36,344	\$ 653,584
Sep-15	95,126,082	\$ 302,185	\$ 392,080	\$ 145,181	\$ 52,130	\$ 891,576
Total 2015	548,825,580	\$ 1,756,268	\$ 2,929,427	\$ 1,060,834	\$ 390,056	\$ 6,136,585
Jan-16	49,091,020	\$ 178,545	\$ 326,798	\$ 124,672	\$ 44,250	\$ 674,265
Feb-16	43,168,757	\$ 150,941	\$ 284,573	\$ 103,038	\$ 38,425	\$ 576,977
Mar-16	53,059,807	\$ 191,615	\$ 378,274	\$ 160,513	\$ 55,153	\$ 785,555
Apr-16	43,541,415	\$ 161,599	\$ 322,223	\$ 125,531	\$ 44,488	\$ 653,841
May-16	42,507,171	\$ 151,657	\$ 285,606	\$ 103,190	\$ 38,639	\$ 579,092
Jun-16	67,302,246	\$ 237,213	\$ 388,355	\$ 161,552	\$ 55,489	\$ 842,609
Jul-16	85,922,075	\$ 297,932	\$ 325,274	\$ 125,453	\$ 44,539	\$ 793,198
Aug-16	88,563,042	\$ 334,740	\$ 294,699	\$ 103,838	\$ 38,811	\$ 772,088
Sep-16	102,914,841	\$ 366,130	\$ 401,318	\$ 161,821	\$ 55,669	\$ 984,938
Total 2016	576,070,374	\$ 2,070,372	\$ 3,007,120	\$ 1,169,608	\$ 415,463	\$ 6,662,563
Change	5.0%	17.9%	2.7%	10.3%	6.5%	8.6%
2016 rate increase		12.0%	3.0%	10.0%	6.0%	

When reviewing these numbers it is important to remember that water revenue is the most difficult to predict because weather patterns (rainfall) and user habits have an impact on total gallons. In addition, more water is billed at the end of the year than the beginning due to water used for landscaping throughout the summer months.

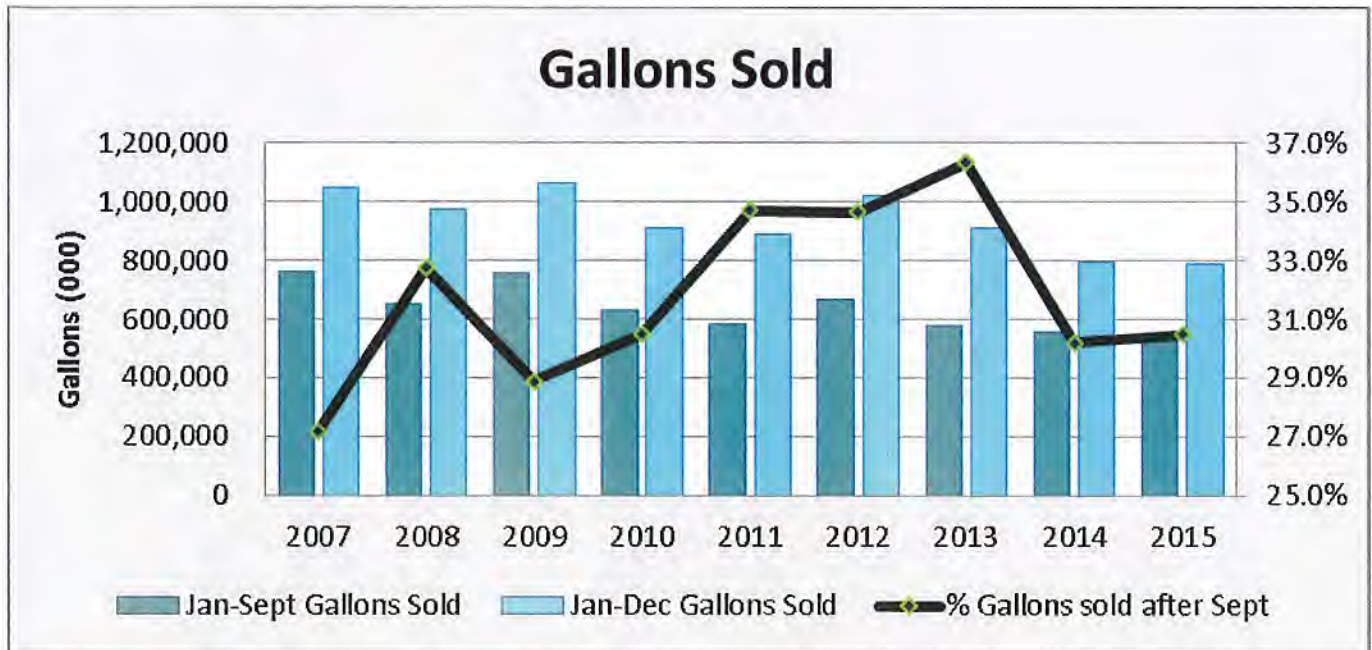
The increase in water revenue in comparison to 2015 (as shown on the previous page) is due to the 12% rate increase in 2016, and a 5% increase in current year to date gallons billed over 2015.

Gallons sold year-to-date are the third lowest in ten years, are 8.8% below the average for the ten year period, and are tracking below the base gallon level used to set water rates. The first graph below shows gallons billed through September of each year in comparison to the 10-year average. The second graph shows the relationship between gallons billed and revenue through September (the line represents gallons, and the bars represent water revenue). It should be noted that the increase in water revenue is caused in part by the restructuring of water rates (to split the first residential water tier) in 2012.





It is very difficult to predict fourth quarter water consumption, due to the relationship between rainfall and water usage. As the following graph shows for the nine year period (2007 – 2015) fourth quarter gallons sold as a percent of total gallons sold ranges from a low of 27.2% to a high of 36.3%.



### Permit Revenue

The table below provides a summary of permit revenues through September of 2016 in comparison to revenue received through September in four previous years. Total permit revenue to date in 2016 is \$260,242 higher than budget allowances, which is a favorable indicator for the General Fund.

	2012	2013	2014	2015	2016
Revenue Received					
Building permits	\$ 209,146	\$ 236,731	\$ 284,917	\$ 218,261	\$ 311,607
Plan check	78,418	48,776	108,179	41,037	105,151
Heating/electric/plumbing	121,243	93,943	89,358	92,013	133,484
Total Revenue	\$ 408,807	\$ 379,450	\$ 482,454	\$ 351,311	\$ 550,242
Percent of budget allowance	158.5%	139.5%	171.7%	120.3%	189.7%
Budget allowance:					
Building permits	\$ 150,000	\$ 150,000	\$ 162,000	\$ 170,000	\$ 170,000
Plan check	45,000	50,000	46,000	50,000	40,000
Heating/electric/plumbing	63,000	72,000	73,000	72,000	80,000
Total Budget	\$ 258,000	\$ 272,000	\$ 281,000	\$ 292,000	\$ 290,000

### Monthly Report

Attached is the monthly report for September of 2016.

**General Fund**  
**For Year 2016 Through The Month Of September**

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Property Taxes	7,321,858	3,776,852	3,545,006	51.58	52.19
Licenses & Permits	354,000	515,500	-161,500	145.62	108.22
Intergovernmental	480,622	257,763	222,859	53.63	54.87
Charges for Services	1,224,520	1,191,108	33,412	97.27	83.08
Fines & Forfeits	42,500	22,835	19,665	53.73	53.45
Interest Earnings	50,000		50,000		
Miscellaneous	25,450	19,420	6,030	76.31	77.12
<b>TOTAL REVENUES</b>	<b>9,498,950</b>	<b>5,783,478</b>	<b>3,715,472</b>	<b>60.89</b>	<b>58.48</b>
<b>EXPENDITURES</b>					
General Government					
Administration	575,203	412,060	163,143	71.64	69.83
Communications	235,448	164,867	70,581	70.02	71.50
Council & commiss	156,597	121,580	35,017	77.64	78.99
Elections	39,574	16,071	23,503	40.61	
Finance/accounting	571,295	430,784	140,511	75.40	71.87
Human Resources	295,128	196,049	99,079	66.43	62.73
Information systems	348,684	298,732	49,952	85.67	72.79
Legal	132,000	62,395	69,605	47.27	61.50
<b>Total General Government</b>	<b>2,353,929</b>	<b>1,702,539</b>	<b>651,390</b>	<b>72.33</b>	<b>70.06</b>
Public Safety					
Fire	1,474,420	1,260,369	214,051	85.48	83.87
Police	2,096,500	1,535,662	560,838	73.25	72.15
<b>Total Public Safety</b>	<b>3,570,920</b>	<b>2,796,030</b>	<b>774,890</b>	<b>78.30</b>	<b>76.79</b>
Public Works					
Forestry/nursery	122,311	106,654	15,657	87.20	58.14
Pub Works Adm/Engin	434,492	318,131	116,361	73.22	62.82
Streets	871,799	652,211	219,588	74.81	75.62
Trail mgmt	131,148	105,698	25,450	80.59	69.26
<b>Total Public Works</b>	<b>1,559,750</b>	<b>1,182,694</b>	<b>377,056</b>	<b>75.83</b>	<b>70.02</b>
Parks and Recreation					
Municipal buildings	117,633	108,252	9,381	92.03	94.99
Park Maintenance	1,276,575	1,022,525	254,050	80.10	79.19
Park/Recreation Adm	387,297	272,384	114,913	70.33	76.18
<b>Total Parks and Recreation</b>	<b>1,781,505</b>	<b>1,403,161</b>	<b>378,344</b>	<b>78.76</b>	<b>79.75</b>
Community Develop					
Building Inspection	161,368	132,650	28,718	82.20	67.57
Planning/zoning adm	484,478	358,961	125,517	74.09	70.22
<b>Total Community Develop</b>	<b>645,846</b>	<b>491,611</b>	<b>154,235</b>	<b>76.12</b>	<b>69.49</b>



**General Fund**  
For Year 2016 Through The Month Of September

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
TOTAL EXPENDITURES	9,911,950	7,576,035	2,335,915	76.43	74.19
OTHER					
Transfers In	811,000	761,000	50,000	93.83	94.42
Transfers Out	-398,000	-334,500	-63,500	84.05	83.73
TOTAL OTHER	413,000	426,500	-13,500	103.27	105.34
Net change in fund equity		-1,366,057	1,366,057		
Fund equity, beginning		4,627,122			
Fund equity, ending		3,261,065			
Less invested in capital assets					
Net available fund equity		3,261,065			

**Recycling**  
For Year 2016 Through The Month Of September

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	75,469		75,469		116.43
Charges for Services	536,500	284,284	252,216	52.99	50.66
TOTAL REVENUES	611,969	284,284	327,685	46.45	57.89
EXPENDITURES					
Public Works					
Recycling	566,151	371,719	194,432	65.66	66.63
Total Public Works	566,151	371,719	194,432	65.66	66.63
TOTAL EXPENDITURES	566,151	371,719	194,432	65.66	66.63
Net change in fund equity	45,818	-87,435	133,253		
Fund equity, beginning		352,762			
Fund equity, ending		265,327			
Less invested in capital assets					
Net available fund equity		265,327			

**STD Self Insurance**  
For Year 2016 Through The Month Of September

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	7,500	6,024	1,476	80.32	78.03
Interest Earnings	500		500		
TOTAL REVENUES	8,000	6,024	1,976	75.30	73.15
EXPENDITURES					
Miscellaneous					
Short-term Disab	9,000	1,461	7,539	16.23	62.35
Total Miscellaneous	9,000	1,461	7,539	16.23	62.35
TOTAL EXPENDITURES	9,000	1,461	7,539	16.23	62.35
Net change in fund equity	-1,000	4,563	-5,563		
Fund equity, beginning		40,020			
Fund equity, ending		44,583			
Less invested in capital assets					
Net available fund equity		44,583			

**Community Center**  
For Year 2016 Through The Month Of September

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	2,468,215	1,771,528	696,687	71.77	73.38
Interest Earnings	5,000		5,000		
Miscellaneous	12,500	2,660	9,840	21.28	8.00
TOTAL REVENUES	2,485,715	1,774,188	711,527	71.38	72.90
EXPENDITURES					
Parks and Recreation					
Community center	2,733,905	1,975,223	758,682	72.25	68.28
Total Parks and Recreation	2,733,905	1,975,223	758,682	72.25	68.28
TOTAL EXPENDITURES	2,733,905	1,975,223	758,682	72.25	68.28
OTHER					
Transfers In	384,000	288,000	96,000	75.00	75.00
TOTAL OTHER	384,000	288,000	96,000	75.00	75.00
Net change in fund equity	135,810	86,964	48,846		
Fund equity, beginning		1,306,938			
Fund equity, ending		1,393,902			
Less invested in capital assets					
Net available fund equity		1,393,902			

**Recreation Programs**  
For Year 2016 Through The Month Of September

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	1,500,041	1,199,591	300,450	79.97	85.48
Interest Earnings	2,000		2,000		
TOTAL REVENUES	1,502,041	1,199,591	302,450	79.86	85.36
EXPENDITURES					
Parks and Recreation					
Adult & youth sports	103,345	87,086	16,259	84.27	98.07
Aquatics	143,054	97,746	45,308	68.33	65.62
Community programs	99,626	87,910	11,716	88.24	85.48
Drop-in Child Care	69,740	49,680	20,060	71.24	67.26
Fitness Programs	179,218	128,278	50,940	71.58	60.28
Park/Recreation Adm	473,302	339,338	133,964	71.70	77.59
Preschool Programs	101,618	70,290	31,328	69.17	63.53
Summer Discovery	274,570	245,400	29,170	89.38	132.02
Youth/Teen	37,408	19,120	18,288	51.11	42.93
Total Parks and Recreation	1,481,881	1,124,848	357,033	75.91	81.81
TOTAL EXPENDITURES	1,481,881	1,124,848	357,033	75.91	81.81
OTHER					
Transfers In	84,000	84,000		100.00	100.00
Transfers Out	-130,000	-97,500	-32,500	75.00	75.00
TOTAL OTHER	-46,000	-13,500	-32,500	29.35	37.50
Net change in fund equity	-25,840	61,243	-87,083		
Fund equity, beginning		996,137			
Fund equity, ending		1,057,380			
Less invested in capital assets					
Net available fund equity		1,057,380			

**Cable Television**  
For Year 2016 Through The Month Of September

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	435,000	198,724	236,276	45.68	121.24
Interest Earnings	1,700		1,700		
Miscellaneous	1,200	900	300	75.00	1,905.1
TOTAL REVENUES	437,900	199,624	238,276	45.59	127.27
EXPENDITURES					
General Government					
Cable television	120,183	103,798	16,385	86.37	53.28
Total General Government	120,183	103,798	16,385	86.37	53.28
Capital Outlay					
Cable television	100,000	26,514	73,486	26.51	250.79
Total Capital Outlay	100,000	26,514	73,486	26.51	250.79
TOTAL EXPENDITURES	220,183	130,312	89,871	59.18	78.87
OTHER					
Transfers Out	-200,000	-150,000	-50,000	75.00	75.00
TOTAL OTHER	-200,000	-150,000	-50,000	75.00	75.00
Net change in fund equity	17,717	-80,688	98,405		
Fund equity, beginning		468,181			
Fund equity, ending		387,493			
Less invested in capital assets					
Net available fund equity		387,493			

**Econ Devel Auth/EDA**  
For Year 2016 Through The Month Of September

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	110,000	56,540	53,460	51.40	51.80
TOTAL REVENUES	110,000	56,540	53,460	51.40	51.80
EXPENDITURES					
Community Develop					
Econ Development-EDA	107,013	74,855	32,158	69.95	79.28
Total Community Develop	107,013	74,855	32,158	69.95	79.28
TOTAL EXPENDITURES	107,013	74,855	32,158	69.95	79.28
Net change in fund equity	2,987	-18,315	21,302		
Fund equity, beginning		203,698			
Fund equity, ending		185,383			
Less invested in capital assets					
Net available fund equity		185,383			

**HRA Programs of EDA**  
For Year 2016 Through The Month Of September

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	100,000	51,403	48,597	51.40	51.92
TOTAL REVENUES	100,000	51,403	48,597	51.40	51.92
EXPENDITURES					
Community Develop					
Housing Programs-HRA	92,907	64,692	28,215	69.63	68.61
Total Community Develop	92,907	64,692	28,215	69.63	68.61
TOTAL EXPENDITURES	92,907	64,692	28,215	69.63	68.61
Net change in fund equity	7,093	-13,289	20,382		
Fund equity, beginning		103,180			
Fund equity, ending		89,891			
Less invested in capital assets					
Net available fund equity		89,891			



**Liability Claims**  
For Year 2016 Through The Month Of September

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Interest Earnings	2,200		2,200		
Miscellaneous	30,000	8,035	21,965	26.78	17.81
TOTAL REVENUES	32,200	8,035	24,165	24.95	16.59
EXPENDITURES					
Miscellaneous					
Insurance Claims	32,000	4,559	27,441	14.25	76.55
Total Miscellaneous	32,000	4,559	27,441	14.25	76.55
TOTAL EXPENDITURES	32,000	4,559	27,441	14.25	76.55
Net change in fund equity	200	3,475	-3,275		
Fund equity, beginning		212,846			
Fund equity, ending		216,321			
Less invested in capital assets					
Net available fund equity		216,321			

**Slice SV Event**  
For Year 2016 Through The Month Of September

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	27,000	29,350	-2,350	108.70	103.91
Miscellaneous	32,000	32,677	-677	102.11	93.51
TOTAL REVENUES	59,000	62,027	-3,027	105.13	98.22
EXPENDITURES					
General Government					
Slice of Shoreview	67,900	70,211	-2,311	103.40	100.11
Total General Government	67,900	70,211	-2,311	103.40	100.11
TOTAL EXPENDITURES	67,900	70,211	-2,311	103.40	100.11
OTHER					
Transfers In	10,000	10,000		100.00	100.00
TOTAL OTHER	10,000	10,000		100.00	100.00
Net change in fund equity	1,100	1,816	-716		
Fund equity, beginning		81,406			
Fund equity, ending		83,222			
Less invested in capital assets					
Net available fund equity		83,222			

**Water Fund**  
For Year 2016 Through The Month Of September

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Special Assessments		1,814	-1,814		
Utility Charges	3,193,000	2,061,691	1,131,309	64.57	62.37
Late fees		28,090	-28,090		
Water meters	5,500	10,208	-4,708	185.60	128.45
Other prop charges	20,000	6,716	13,284	33.58	266.35
Interest Earnings	38,000		38,000		.09
<b>TOTAL REVENUES</b>	<b>3,256,500</b>	<b>2,108,519</b>	<b>1,147,981</b>	<b>64.75</b>	<b>63.42</b>
<b>EXPENDITURES</b>					
Proprietary					
Water Operations	1,581,485	1,198,891	382,594	75.81	71.40
<b>Total Proprietary</b>	<b>1,581,485</b>	<b>1,198,891</b>	<b>382,594</b>	<b>75.81</b>	<b>71.40</b>
Capital Outlay					
Water Operations		57,450	-57,450		
<b>Total Capital Outlay</b>		<b>57,450</b>	<b>-57,450</b>		
<b>TOTAL EXPENDITURES</b>	<b>1,581,485</b>	<b>1,256,341</b>	<b>325,144</b>	<b>79.44</b>	<b>71.40</b>
<b>OTHER</b>					
Contributed Assets		2,743	-2,743		
Depreciation	-669,000	-501,750	-167,250	75.00	75.00
Transfers Out	-363,000	-363,000		100.00	100.00
GO Revenue Bonds	-307,431	-404,831	97,400	131.68	124.44
<b>TOTAL OTHER</b>	<b>-1,339,431</b>	<b>-1,266,838</b>	<b>-72,593</b>	<b>94.58</b>	<b>87.72</b>
Net change in fund equity	335,584	-414,660	750,244		
Fund equity, beginning		13,256,009			
Fund equity, ending		12,841,349			
Less invested in capital assets		9,427,325			
Net available fund equity		3,414,024			

**Sewer Fund**  
For Year 2016 Through The Month Of September

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Special Assessments		2,707	-2,707		
Charges for Services	1,500	1,019	481	67.92	67.10
Utility Charges	4,051,000	2,958,354	1,092,646	73.03	73.72
Late fees		48,766	-48,766		
Facility/area chgs	4,000	10,549	-6,549	263.73	140.39
Other prop charges	2,500		2,500		
Interest Earnings	27,000		27,000		.10
<b>TOTAL REVENUES</b>	<b>4,086,000</b>	<b>3,021,395</b>	<b>1,064,605</b>	<b>73.95</b>	<b>74.50</b>
<b>EXPENDITURES</b>					
Proprietary					
Sewer Operations	3,359,142	2,795,904	563,238	83.23	80.31
<b>Total Proprietary</b>	<b>3,359,142</b>	<b>2,795,904</b>	<b>563,238</b>	<b>83.23</b>	<b>80.31</b>
<b>TOTAL EXPENDITURES</b>	<b>3,359,142</b>	<b>2,795,904</b>	<b>563,238</b>	<b>83.23</b>	<b>80.31</b>
<b>OTHER</b>					
Contributed Assets		4,500	-4,500		
Depreciation	-354,000	-265,500	-88,500	75.00	75.00
Transfers Out	-183,000	-183,000		100.00	100.00
GO Revenue Bonds	-78,764	-88,064	9,300	111.81	127.74
<b>TOTAL OTHER</b>	<b>-615,764</b>	<b>-532,064</b>	<b>-83,700</b>	<b>86.41</b>	<b>85.43</b>
Net change in fund equity	111,094	-306,574	417,668		
Fund equity, beginning		7,844,543			
Fund equity, ending		7,537,969			
Less invested in capital assets		4,725,848			
Net available fund equity		2,812,121			

**Surface Water Mgmt**  
For Year 2016 Through The Month Of September

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Special Assessments		663	-663		
Utility Charges	1,546,000	1,152,803	393,197	74.57	74.30
Late fees		16,804	-16,804		
Lake Impr Dist chgs	44,503	25,023	19,480	56.23	91.55
Other prop charges	7,500	6,290	1,210	83.87	132.60
Interest Earnings	9,000		9,000		.11
<b>TOTAL REVENUES</b>	<b>1,607,003</b>	<b>1,201,584</b>	<b>405,419</b>	<b>74.77</b>	<b>75.64</b>
<b>EXPENDITURES</b>					
Proprietary					
Snail Lake Aug.	29,275	8,866	20,409	30.29	28.97
Surface Water Oper	940,244	696,171	244,073	74.04	65.20
<b>Total Proprietary</b>	<b>969,519</b>	<b>705,038</b>	<b>264,481</b>	<b>72.72</b>	<b>63.99</b>
<b>TOTAL EXPENDITURES</b>	<b>969,519</b>	<b>705,038</b>	<b>264,481</b>	<b>72.72</b>	<b>63.99</b>
<b>OTHER</b>					
Depreciation	-269,000	-201,750	-67,250	75.00	75.00
Transfers Out	-159,000	-159,000		100.00	100.00
GO Revenue Bonds	-82,239	-94,732	12,493	115.19	122.59
<b>TOTAL OTHER</b>	<b>-510,239</b>	<b>-455,482</b>	<b>-54,757</b>	<b>89.27</b>	<b>89.71</b>
Net change in fund equity	127,245	41,064	86,181		
Fund equity, beginning		8,974,651			
Fund equity, ending		9,015,715			
Less invested in capital assets		6,135,855			
Net available fund equity		2,879,860			

**Street Light Utility**  
For Year 2016 Through The Month Of September

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Special Assessments		304	-304		
Utility Charges	551,000	408,929	142,071	74.22	74.81
Late fees		6,534	-6,534		
Interest Earnings	2,500		2,500		
<b>TOTAL REVENUES</b>	<b>553,500</b>	<b>415,767</b>	<b>137,733</b>	<b>75.12</b>	<b>75.69</b>
<b>EXPENDITURES</b>					
Proprietary					
Street lighting	279,118	169,563	109,555	60.75	64.51
Total Proprietary	279,118	169,563	109,555	60.75	64.51
Capital Outlay					
Street lighting		112,300	-112,300		
Total Capital Outlay		112,300	-112,300		
Capital Outlay					
Capital Projects		3,321	-3,321		
Total Capital Outlay		3,321	-3,321		
<b>TOTAL EXPENDITURES</b>	<b>279,118</b>	<b>285,183</b>	<b>-6,065</b>	<b>102.17</b>	<b>119.76</b>
<b>OTHER</b>					
Depreciation	-69,000	-51,750	-17,250	75.00	75.00
Transfers Out	-25,400	-25,400		100.00	100.00
<b>TOTAL OTHER</b>	<b>-94,400</b>	<b>-77,150</b>	<b>-17,250</b>	<b>81.73</b>	<b>81.33</b>
Net change in fund equity	179,982	53,434	126,548		
Fund equity, beginning		1,598,216			
Fund equity, ending		1,651,650			
Less invested in capital assets		432,561			
Net available fund equity		1,219,089			

**Central Garage Fund**  
For Year 2016 Through The Month Of September

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Property Taxes	184,000	94,912	89,088	51.58	51.88
Cent Garage chgs	1,281,150	1,278,833	2,317	99.82	100.59
Interest Earnings	10,500		10,500		1.62
<b>TOTAL REVENUES</b>	<b>1,475,650</b>	<b>1,373,746</b>	<b>101,904</b>	<b>93.09</b>	<b>93.02</b>
<b>EXPENDITURES</b>					
Proprietary					
Central Garage Oper	638,373	402,846	235,527	63.11	64.38
<b>Total Proprietary</b>	<b>638,373</b>	<b>402,846</b>	<b>235,527</b>	<b>63.11</b>	<b>64.38</b>
Capital Outlay					
Central Garage Oper		426,202	-426,202		
<b>Total Capital Outlay</b>		<b>426,202</b>	<b>-426,202</b>		
<b>TOTAL EXPENDITURES</b>	<b>638,373</b>	<b>829,049</b>	<b>-190,676</b>	<b>129.87</b>	<b>120.06</b>
<b>OTHER</b>					
Sale of Asset	32,000	16,970	15,030	53.03	
Transfers In	119,400	119,400		100.00	100.00
Depreciation	-663,000	-497,250	-165,750	75.00	75.00
Transfers Out	-15,000		-15,000		
GO CIP Bonds	-110,635	-124,234	13,599	112.29	101.27
<b>TOTAL OTHER</b>	<b>-637,235</b>	<b>-485,114</b>	<b>-152,121</b>	<b>76.13</b>	<b>75.41</b>
Net change in fund equity	200,042	59,583	140,459		
Fund equity, beginning		4,493,970			
Fund equity, ending		4,553,553			
Less invested in capital assets		3,228,575			
Net available fund equity		1,324,978			

INVESTMENT SCHEDULE BY SECURITY TYPE  
AS OF 09-30-16

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
<hr/>							
4M Term Series							
<hr/>							
1,268	PMA Securities, Inc.	4T	90	05-26-16	11-22-16	2,000,000.00	.549900
Total Number Of Investments: 1						2,000,000.00	

CERTIFICATE DEPOSIT

1,154	Morgan Stanley Smith Barney LLC	CD	1,645	05-16-12	11-16-16	248,000.00	1.300000
1,216	Morgan Stanley Smith Barney LLC	CD	732	01-22-15	01-23-17	248,000.00	.850000
1,220	Morgan Stanley Smith Barney LLC	CD	731	03-13-15	03-13-17	248,000.00	.850000
1,210	Morgan Stanley Smith Barney LLC	CD	821	12-30-14	03-30-17	248,000.00	1.000000
1,211	Morgan Stanley Smith Barney LLC	CD	913	12-30-14	06-30-17	248,000.00	1.100000
1,172	Morgan Stanley Smith Barney LLC	CD	1,826	07-26-12	07-26-17	247,000.00	1.700000
1,218	Morgan Stanley Smith Barney LLC	CD	1,097	02-11-15	02-12-18	150,000.00	1.200000
1,237	Wells Fargo Brokerage Services	CD	1,280	12-08-15	02-26-18	245,000.00	1.217700
1,265	Wells Fargo Brokerage Services	CD	551	08-24-16	02-26-18	248,000.00	.800000
1,233	Wells Fargo Brokerage Services	CD	813	12-08-15	02-28-18	245,000.00	1.214700
1,266	Wells Fargo Brokerage Services	CD	551	08-29-16	02-28-18	248,000.00	.850000
1,269	Wells Fargo Brokerage Services	CD	546	08-31-16	02-28-18	248,000.00	.900000
1,234	Wells Fargo Brokerage Services	CD	819	12-08-15	03-06-18	245,000.00	1.202900
1,198	Dain Rauscher Investment Services	CD	1,826	04-11-13	04-11-18	247,000.00	1.259800
1,199	Dain Rauscher Investment Services	CD	1,826	04-24-13	04-24-18	248,000.00	1.000000
1,236	Wells Fargo Brokerage Services	CD	1,280	12-08-15	05-25-18	245,000.00	1.268100
1,241	Wells Fargo Brokerage Services	CD	915	12-09-15	06-11-18	248,000.00	1.446800
1,255	Morgan Stanley Smith Barney LLC	CD	730	06-15-16	06-15-18	190,000.00	1.050000
1,238	Wells Fargo Brokerage Services	CD	1,280	12-08-15	08-28-18	245,000.00	1.464600
1,232	Wells Fargo Brokerage Services	CD	13	12-08-15	09-21-18	245,000.00	1.626700
1,183	Dain Rauscher Investment Services	CD	2,191	09-27-12	09-27-18	249,000.00	1.308400
1,239	Wells Fargo Brokerage Services	CD	1,097	12-09-15	12-10-18	248,000.00	1.498600
1,214	Morgan Stanley Smith Barney LLC	CD	1,461	12-31-14	12-31-18	247,000.00	1.900000
1,243	Dain Rauscher Investment Services	CD	1,092	02-08-16	02-04-19	248,000.00	1.455300
1,249	Oppenheimer & Co. Inc.	CD	1,097	03-02-16	03-04-19	248,000.00	1.147900
1,235	Wells Fargo Brokerage Services	CD	1,280	12-08-15	06-10-19	249,000.00	1.647400
1,270	Dain Rauscher Investment Services	CD	1,095	09-26-16	09-26-19	248,000.00	1.400000
1,229	Dain Rauscher Investment Services	CD	1,461	10-28-15	10-28-19	247,000.00	1.998600
1,230	Dain Rauscher Investment Services	CD	1,461	10-30-15	10-30-19	153,000.00	1.400000
1,212	Morgan Stanley Smith Barney LLC	CD	1,801	12-30-14	12-05-19	247,000.00	2.230500
1,213	Morgan Stanley Smith Barney LLC	CD	1,801	12-30-14	12-10-19	247,000.00	2.173800
1,271	Oppenheimer & Co. Inc.	CD	1,270	09-20-16	03-13-2020	247,504.00	1.307200
1,240	Wells Fargo Brokerage Services	CD	1,827	12-09-15	12-09-2020	247,000.00	2.200000
1,256	Dain Rauscher Investment Services	CD	30,83	07-25-16	07-26-2021	248,000.00	1.249300
1,260	Oppenheimer & Co. Inc.	CD	1,825	07-27-16	07-26-2021	249,000.00	1.400000
1,259	Oppenheimer & Co. Inc.	CD	1,829	07-29-16	07-29-2021	249,000.00	1.400000
1,257	Dain Rauscher Investment Services	CD	31,02	07-15-16	01-14-2022	248,000.00	1.400700



INVESTMENT SCHEDULE BY SECURITY TYPE  
AS OF 09-30-16

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
1,258	Dain Rauscher Investment Services	CD	2,010	07-27-16	01-27-2022	249,000.00	1.300000
1,250	Dain Rauscher Investment Services	CD	2,191	03-04-16	03-04-2022	247,000.00	1.850000
1,168	Dain Rauscher Investment Services	CD	3,652	07-25-12	07-25-2022	249,000.00	2.425000
1,262	Dain Rauscher Investment Services	CD	31,56	08-08-16	08-08-2023	245,000.00	2.149900
1,246	Morgan Stanley Smith Barney LLC	CD	31,93	02-22-16	02-22-2024	243,000.00	1.500000
Total Number Of Investments: 42						10,136,504.00	

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FEDERAL HOME LN BK

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1,203	Wells Fargo Brokerage Services	FH	1,734	06-19-13	03-19-18	500,000.00	.999900
1,264	Morgan Stanley Smith Barney LLC	FH	1,826	08-17-16	08-17-2021	500,000.00	1.899000
Total Number Of Investments: 2						1,000,000.00	

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FEDERAL NATL MTG

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1,263	Oppenheimer & Co. Inc.	FN	1,826	08-17-16	08-17-2021	499,875.00	1.549100
Total Number Of Investments: 1						499,875.00	

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FED HM MORTG POOL

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1,179	Wells Fargo Brokerage Services	HP	2,556	08-22-12	08-22-19	500,000.00	1.399400
1,180	Wells Fargo Bank MN, NA	HP	2,556	08-22-12	08-22-19	460,000.00	1.399400
Total Number Of Investments: 2						960,000.00	

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TAX EXMPT MNCPL BOND

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1,197	Dain Rauscher Investment Services	MB	4,109	04-01-13	07-01-2024	232,528.00	5.744100
1,205	Dain Rauscher Investment Services	MB	4,113	06-28-13	10-01-2024	82,242.75	5.102700
1,248	Dain Rauscher Investment Services	MB	4,720	03-01-16	02-01-2029	518,805.00	3.001700
Total Number Of Investments: 3						833,575.75	

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
TAXABLE MUNCPPL BONDS							
1,242	Oppenheimer & Co. Inc.	TM	366	12-21-15	12-21-16	403,072.00	1.620600
1,201	Dain Rauscher Investment Services	TM	1,554	04-30-13	08-01-17	452,342.50	1.546300
1,247	Dain Rauscher Investment Services	TM	797	02-24-16	05-01-18	806,336.00	1.528700
1,252	Oppenheimer & Co. Inc.	TM	763	03-29-16	05-01-18	502,590.00	1.552800
1,202	Dain Rauscher Investment Services	TM	1,919	04-30-13	08-01-18	493,511.75	1.846400
1,245	Dain Rauscher Investment Services	TM	896	02-17-16	08-01-18	256,074.80	1.419800
1,251	Wells Fargo Brokerage Services	TM	897	03-18-16	09-01-18	401,444.00	1.322500
1,190	Dain Rauscher Investment Services	TM	2,302	12-11-12	04-01-19	503,020.00	1.349700
1,222	Dain Rauscher Investment Services	TM	1,357	08-13-15	05-01-19	1,173,586.50	2.322300
1,227	Dain Rauscher Investment Services	TM	1,307	10-02-15	05-01-19	512,050.00	2.402400
1,177	Wells Fargo Brokerage Services	TM	2,579	08-09-12	09-01-19	503,340.00	1.572100
1,192	Dain Rauscher Investment Services	TM	2,544	12-27-12	12-15-19	224,901.60	2.960600
1,253	Dain Rauscher Investment Services	TM	1,329	04-25-16	12-15-19	535,829.00	1.956500
1,244	Dain Rauscher Investment Services	TM	1,536	02-16-16	05-01-2020	506,450.00	2.015100
1,191	Dain Rauscher Investment Services	TM	2,910	12-27-12	12-15-2020	235,407.30	3.392500
1,254	Dain Rauscher Investment Services	TM	1,695	04-25-16	12-15-2020	363,198.96	2.300500
1,188	Dain Rauscher Investment Services	TM	3,494	12-05-12	06-30-2022	268,192.80	3.576000
1,193	Dain Rauscher Investment Services	TM	3,640	12-27-12	12-15-2022	250,218.50	3.742800
1,261	Dain Rauscher Investment Services	TM	3,199	07-28-16	05-01-2025	500,000.00	2.148500
Total Number Of Investments: 19						8,891,565.71	

[illegible]

TO: MAYOR, CITY COUNCIL AND CITY MANAGER

FROM: MARK J. MALONEY, PUBLIC WORKS DIRECTOR

DATE: OCTOBER 13, 2016

SUBJ: PUBLIC WORKS MONTHLY REPORT

### **2016 FALL CLEAN UP DAY**



The Public Works Department hosted another successful Clean Up Day event at the Ramsey County Public Works Facility on Saturday, October 8, 2016. While the event was slightly busier than recent fall events with a total of 515 vehicles processed, wait times never appeared to be an issue and customer interactions were very positive. The event participation was split almost exactly 33% / 67% Arden Hills/Shoreview, which is the long-term average for the event. Both cities appear to be advertizing the event effectively. Final program costs and material quantities will available in a future report, but observations

are that the event appears to be heavily leveraged for e-waste disposal. E-waste handling costs and logistics will continue to be the most volatile component of the service.



### **ENVIRONMENTAL SERVICES**

#### **WaterSmart Update**

The first home water reports were delivered to Shoreview utility customers last month and it generated over 200 visits to the WaterSmart customer portal. City staff also fielded a number of phone calls, and was able to redirect many water customers to the portal for registration. Now that the City is reading water meters on a monthly basis, customers have access to much more frequent (and weather sensitive) consumption data and can better understand the correlation between water use and billing.

#### **EQC**

The EQC sponsored a Solar Gardens Workshop that was held at City Hall on September 20<sup>th</sup>. Approximately 25 people attended the workshop to learn about solar gardens and speak with representatives from the solar market.

#### **Recycling**

Each year the City receives a SCORE grant from Ramsey County to help off-set the cost of the City's recycling program. As part of the application process for the grant the Council has to approve the recycling budget and fee that will be charged to residents and authorize a request for the grant. This

information will be provided to Council at the October 17<sup>th</sup> meeting along with the proposed recycling budget and fee information, and the grant application for 2017.

### **Wildlife Management**

The Urban Bowhunters Association, in coordination with City staff will be holding bow hunts for whitetail deer at Victoria Valley Orchard (4304 Victoria St. N). Hunt activities will be conducted on private property with the permission of the landowner. Area property owners will be notified by mail and the property will be signed prior to and during the hunt. This annual hunt is part of a City effort to lower the concentration of deer in the area with the goal of reducing property damage and vehicle collisions. Exact dates have not yet been determined, but the hunt typically lasts from mid-November through the end of the year.

### **MAINTENANCE ACTIVITIES**

All public works maintenance crews had the chance to spend one of the two days at the annual Maintenance Equipment Expo in St. Cloud.

Our mechanics are completing the DOT inspections on each of the large plow trucks. They are inspecting and preparing plows and snow equipment for the winter season.

Maintenance crews worked together to clean up the back yard and prepare the shop, the yard and the salt shed for the winter. They put together the signs and cones and equipment for Clean Up Day.

Street crews continue mowing boulevards and along trails, as necessary. They continue sweeping streets as time and the weather allows. They completed painting crosswalks and other pavement markings. Street signs are repaired and replaced as necessary. Crews have been repairing boards along the trail boardwalks as needed. They have also been spot patching and making necessary repairs to prepare for the snow plowing season.

Street crews continue repairing catch basins and storm water structures as needed. Heavy rains from the previous season has easily doubled the amount of storm water structure repairs. They are also working on the annual cleaning of storm water sump basins throughout the City.

Utility crews inspect and maintain all the wells, lift stations, towers and the booster station. Each day they perform seasonal and routine maintenance and collect and analyze water samples as required by the MDH. Crews respond to daily requests for utility locations throughout project sites and excavation areas.

The utility crews continue to clean sanitary sewer lines and inspect sewer lines with the newly purchased camera truck. It has already proven to be an invaluable tool to inspect sewers and find deficiencies before they create costly damage to the system or surrounding properties. Crews continue to repair hydrants and curb stops as necessary.

Utility crews completed the bi-annual flushing of the water system on Friday, October 14<sup>th</sup>.

The Dept. of Corrections crew continues cleaning the Maintenance Facility twice a week. When they have not been cleaning the building, they have been working for the parks department weeding, trimming and maintaining parks, medians and commons areas.

## **PROJECT UPDATES**

**Water Treatment Plant – Project 14-02** – Work inside the building is continuing and includes the painting of walls, final finishes, and miscellaneous mechanical and electrical work. Testing of the treatment control equipment and software has also started and the plant is expected to be on-line in late October or early November. The final lift of asphalt was installed, which included milling and overlaying the ice arena parking lot. Grading, restoration, and landscaping were completed and the installation of the fence will be completed by the end of October.

**Relocation of Water Main – I694 3<sup>rd</sup> Lane – Project 15-10** – A majority of the work is complete and the Contractor is completing punch list items. It is expected a request for final payment to the Contractor will be presented to the City Council for consideration in November.

**Bucher Lift Station – Project 15-13** – The project was bid and a contract awarded to the low bidder at the September 19<sup>th</sup> Council meeting. A preconstruction meeting is scheduled for October 13<sup>th</sup> and it is expected construction of the lift station will start in late October. The lift station will be completed and in operation by the end of November, 2016. Final restoration of the site will be completed in the spring of 2017.

**Virginia/Dennison/Lilac Reconstruction – Project 16-01** – All of the restoration work is complete and the top layer of asphalt is installed. The road contractor is currently working on punch list items. All 15 new LED street lights have been energized and all are working. The restoration has been completed as well.

**Grand Avenue Reconstruction & Extension – Project 16-02** – The contractor is planning to start the installation of the pervious pavement on the western portion of the road and the path from the west of Grand Avenue to Owasso Boulevard North on October 17<sup>th</sup>. The installation of new street lights on Grand Avenue will be completed when the west end of the road has curb. This project experienced a significant delay while the contractor was waiting for Xcel to move a pole. The contractor is expecting to complete all the work for the project by early November.

**2016 Street Light Replacements – Project 16-03** – All 19 new LED street lights have been energized and all are working. The restoration has been completed as well.

**Gramsie Road Rehabilitation – Project 16-05** – At the September 6<sup>th</sup> meeting, the Council approved a change order to raise the flooded area of Gramsie Road approximately 2-feet, which would allow the road to be opened to traffic. At that time the water level on the road was dropping and it was expected the work to raise the road would be completed when there was little or no water on the road surface. Due to the large amount of rain received in September, it does not appear the water will recede from the flooded portion of Gramsie Road and any work required to raise the road would have to be completed while the road is still flooded. Currently the depth of water at the lowest point of the road is 22-inches. City staff is working with the contractor to determine what material and work is needed to raise the road while it is still flooded and a schedule for when the work will be completed.

**Well No. 6 Raw Water Pipeline – Project 16-06** – The contractor has completed all of the underground work and is working on punch list items. It is expected a request for final payment to the Contractor will be presented to the City Council in November.

**Rustic/Colleen/Dawn Reconstruction – Project 17-01** – At the September 6<sup>th</sup> meeting, the Council established the project and called for the preparation of a feasibility report. City staff is currently collecting field data in the project area. An information meeting about the proposed project will be held for the residents within the project area in November.

REGULAR COUNCIL MEETING

October 17, 2016

t:/monthly/October 2016 Monthly Report

**TO: MAYOR AND COUNCILMEMBERS**

**FROM: TERRY SCHWERM  
CITY MANAGER**

**DATE: OCTOBER 13, 2016**

**SUBJECT: PARKS AND RECREATION MONTHLY REPORT**

### **DEPARTMENT ACTIVITY**

September is a relatively quiet month at the Community Center due to the annual pool shut down for maintenance and cleaning. This year, the pool was shut down for three weeks to allow for the completion of more time consuming capital projects. The lighting in the pool area was replaced with energy efficient LED lighting. This should provide a significantly reduced electric bill and also result in a large cost saving since the overhead pool lights will no longer have to be replaced on an annual basis. The new LED lights have a much longer life span.

The ultra-violet pool filtration system was also replaced. The new unit is fully enclosed and includes an air conditioning unit which should help prevent corrosion and make the system easier to maintain. An anti slip coating was applied to the pool floor to help prevent falls on the pool deck. The water park locker rooms were updated and painted giving them a new fresh look. The waterslide light and sound system was also repaired during the shutdown.

Another major project that was completed during the pool shutdown was the replacement of the water heater and storage tanks in the mechanical room. This equipment was more than 25 years old. The walls adjacent to the running track were also painted giving them an updated appearance to complement the new track surface that was recently installed.

The Wilson Park playground replacement project is underway. Odessa II has completed the site work including installation of new sidewalk and trail segments as well as placing curbing around the playground area. The new playground equipment from Miracle Recreation has been delivered to Wilson Park and installation is expected to begin the week of October 17<sup>th</sup>.

### **COMMUNITY CENTER**

There was a significant decrease in daily revenue this year due to the three week pool shut down. There was a slight increase in the number of daily playground only passes sold during the month. Decreased daily traffic also equates to lower sales at the Wave Café. Some healthier food choices have been introduced including fresh vegetables and dip, fruit cups, granola and protein bars and have been well received by many customers. There were 143 memberships sold during the month of September with revenue staying fairly consistent with last year. The



new Silver and Fit membership started in the middle of the month and more than 40 memberships were sold. More than half of these memberships were sold to people who are either new or returning Community Center members. Staff is expecting an increased number of Silver and Fit membership sales when insurance renewal packages are mailed out in October.

Planned marketing efforts include promoting flexible membership options at the Community Center in the coming months, which is when 30% of all Community Center memberships are sold. Other marketing efforts include an advertisement in Minnesota Parent magazine focusing on birthday parties and the preschool program.

Rental revenue increased in both banquet rooms this past month. There were 11 receptions and 10 corporate meetings held in the banquet rooms. The rental team booked 40 future events in the banquet rooms this month. Rental revenue in the meeting rooms did decrease slightly since there was not as many birthday parties scheduled in the meeting rooms due to pool shutdown. There were nearly 120 future events booked in the meeting rooms.

The Fitness Center was less active due to the pleasant weather during September. The Community Center did offer a personal training special which allowed participants to purchase up to three training packages at a 10% discount. There were more than 30 training packages purchased with revenue of over \$14,000. Staff is preparing for the new cardio equipment that is expected to be installed sometime during the next month.

### **RECREATION PROGRAMS**

There were nearly 2700 registrations processed for fall recreation programs. This is a similar number of registrations as last year and more than 60% of registrations were processed on-line. Group fitness and aquatics programs account for the largest number of class registrations with youth sports having the third largest number of participants.

The Kids Garage sale and Touch-a-Truck events on Saturday September 17th were a tremendous success with more than 600 people attending the events. The Touch-a-Truck event featured the Ramsey County SWAT team, a fire truck, 15 different city vehicles, a garbage truck, a boat, a military truck with a crane, and an ambulance. There were 13 tables at the garage sale. There was a significant amount of additional traffic and parking demand in the Shoreview Commons area due to the North Oaks garage sale being held on the same day as this event. Staff plans to schedule this event on a different date next year to reduce traffic and parking conflicts on the site.

The annual 500 Card Tournament was held on Wednesday September 14th at the Community Center with 56 participants playing for cash prizes. Knitting and crocheting classes were introduced this past month and have been gaining interest.

The fall session of tumbling classes began on September 23rd with more than 65 participants. All of the different classes that are offered are full. The fall tumbling session is an 8 week long

course that incorporates the four elements of gymnastics including the balance beam, floor exercise, vault, and an introduction to uneven bars.

Staff is preparing for the fall session of ice skating lessons which will begin on October 24<sup>th</sup> at the Shoreview Ice Arena. Several lesson programs are held on the ice at the same time because ice rental prices continue to increase every year. The high cost of ice time makes it difficult to offer an affordable introductory skating program. The combined classes include 3 different time slots with classes providing skating instruction for 4 year olds to beginning adults. The introductory and beginning levels continue to be the most popular.

Fall swimming lessons began immediately after the pool shut down. There were fewer classes offered this year due to a shortage of swimming instructors. Staff has been working with Human Resources to find creative methods of hiring more swim instructors and lifeguards. Although there were fewer swimming classes offered, revenue was slightly higher because of a larger number of registered participants.

Group fitness classes started at the end of August. One additional senior fit class was added in the gym activity room. This class was used as a test to see how conducive this room would be for the senior fit program. Based on positive feedback from participants and staff, all senior fit classes are going to be moved to the gym activity room except for yoga classes. This will allow for more participants to register for these classes since many of them are full and have waiting lists.

The after school sports program began in September at Island Lake and Turtle Lake schools. The program offers children the opportunity to learn the basic skills in basketball, soccer, and wrestling. There are 89 children enrolled which is a 35% increase in participation compared to last year.

## **PARKS MAINTENANCE**

The unseasonably warm weather and heavy rains have required the parks maintenance crew to continue mowing grass in the parks on a regular basis. The rain has made it tough to mow Bucher, Bobby Theisen and Wilson parks due to saturated soil conditions. The crew continues to mow most turf areas at least once a week, with all athletic fields getting mowed twice a week.

As a result of the rain, the only irrigation systems that have been used the past month are in the Highway 96 corridor and at Rice Creek Fields. The other irrigation systems have now been winterized. The DOC crew is in the process of going through the parks weed whipping and pulling weeds in plant beds. They just went through the Community Center, Highway 96, Lexington Avenue and the Library pulling weeds and trimming trees and shrubs.

The maintenance crew has continued to drag and line up to seven baseball/softball fields each day, although it is now down to four fields. Most of the fall league play will be done after next

weekend. The crew has also been adding ag-lime to the infields and filling any low spots. They are also patching holes in the pitchers mounds and batters boxes. The crew continues to mow and paint lines on two full sized soccer fields, nine modified size soccer fields, two modified size football fields and one lacrosse field on a weekly basis. Hopefully the cooler weather will slow the turf growth so we do not end up painting lines into November.

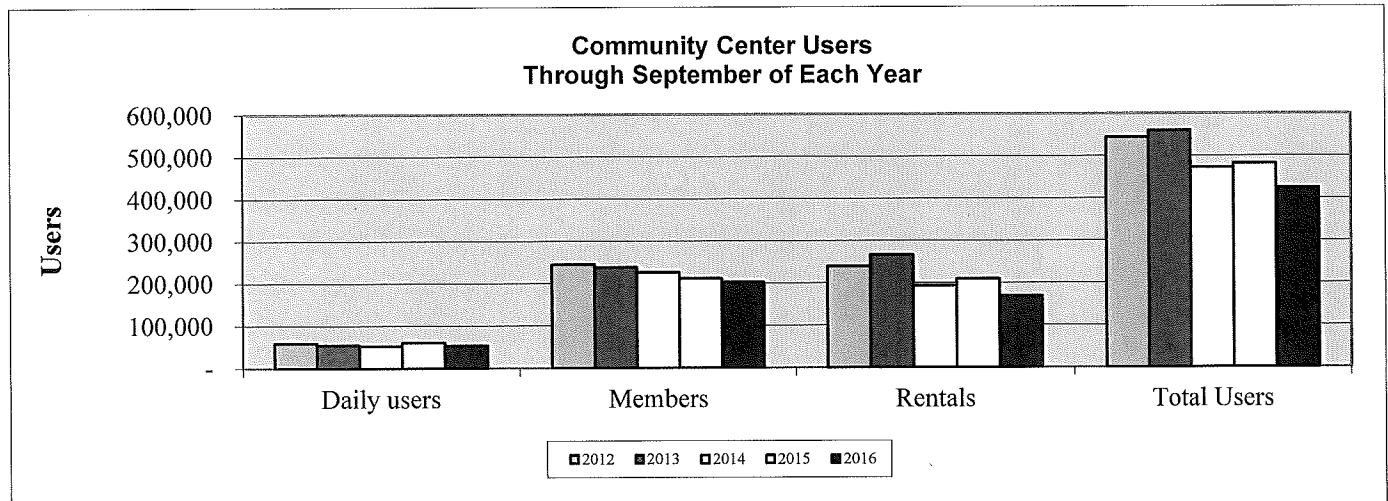
The crew made another playground inspection through the parks. All minor repairs are complete at this time. The crew made repairs to parking lot lights at the Community Center, Bobby Theisen and Wilson parks. The crew continues to pick up trash on a daily basis at the Community Center, Library and in the parks. The trash receptacles are dumped on an as needed basis. Now that fall ball is done at Rice Creek Fields, the crew will winterize the restrooms and building. The crew continues to clean the restrooms at the Pavilion before each rental.

### **COMMUNITY CENTER MAINTENANCE**

The crew has been keeping the building on its cleaning schedule. Being short one person on the crew has made this task difficult. The crew did get to apply a new 3M Floor Care product in the Shoreview Room hallway. This new product does not need to be stripped when it is time to reapply a new coat and it also dries a lot faster. A contractor finished the tile repair work last week in the adult fitness locker rooms. Both of these locker rooms had tile popping up from the concrete resulting in water leaks into the fitness center.

**Community Center Activity Year-to-date  
Through September Each Year**

	2012	2013	2014	2015	2016
<b>Number of Users:</b>					
Daily users	59,390	54,565	52,718	60,839	53,392
Members	245,155	237,852	225,730	211,730	202,237
Rentals	239,442	267,003	193,426	209,531	168,771
Total Users	543,987	559,420	471,874	482,100	424,400
<b>Revenue:</b>					
Admissions	\$ 435,760	\$ 458,502	\$ 468,810	\$ 513,334	\$ 510,650
Memberships-annual	667,336	675,923	683,126	640,939	649,887
Memberships-seasonal	67,372	63,790	70,457	64,715	63,172
Room rentals	191,294	232,194	230,637	246,102	264,855
Wave Café	144,616	164,076	168,148	172,480	160,205
Commissions	11,005	8,655	9,900	9,330	6,612
Locker/vending/video	18,116	16,872	14,762	14,244	15,822
Merchandise	11,748	11,843	9,700	11,153	11,159
Other miscellaneous	179	(31)	262	1,862	2,825
Building charge	100,000	101,687	100,000	103,000	89,000
Transfers in	225,000	234,000	254,250	274,500	288,000
Total Revenue	1,872,426	1,967,511	2,010,052	2,051,659	2,062,189
<b>Expenditures:</b>					
Personal services	1,006,022	1,050,148	1,043,207	1,088,623	1,183,576
Supplies	318,611	354,077	365,913	367,162	353,815
Contractual	414,827	452,776	437,533	433,766	437,833
Other	5,727	-	-	-	-
Total Expenditures	1,745,187	1,857,001	1,846,653	1,889,551	1,975,224
Rev less Exp Year-to-date	\$ 127,239	\$ 110,510	\$ 163,399	\$ 162,108	\$ 86,965



REVENUES LESS EXPENDITURES

2015

\$ 7.45 \$ 7.44 \$ 10.31 \$ 7.60 \$ 6.20 \$ 7.48 \$ 7.15 \$ 6.47 \$ 6.89 \$ 7.01 \$ 5.55 6.2

**COMMUNITY CENTER  
ACTIVITY BY MONTH**

Description	2015 Jan	2015 Feb	2015 Mar	2015 Apr	2015 May	2015 Jun	2015 Jul	2015 Aug	2015 Sep	2015 Oct	2015 Nov	2015 Dec	Total
<b>NUMBER OF USERS:</b>													
Daily users	8,140	7,693	6,827	5,768	6,952	6,477	6,963	8,188	3,831	3,832	6,026	7,216	77,913
Members	29,987	26,451	25,972	23,249	21,047	21,655	22,777	21,973	18,619	20,808	22,427	24,061	279,026
Rentals	9,409	10,595	10,055	9,993	12,980	43,404	54,139	44,304	14,652	29,619	13,598	10,822	263,570
<b>TOTAL USERS</b>	<b>47,536</b>	<b>44,739</b>	<b>42,854</b>	<b>39,010</b>	<b>40,979</b>	<b>71,536</b>	<b>83,879</b>	<b>74,465</b>	<b>37,102</b>	<b>54,259</b>	<b>42,051</b>	<b>42,099</b>	<b>620,509</b>
<b>REVENUES:</b>													
Room Rentals	8,951	\$ 8,237	\$ 9,680	\$ 10,755	\$ 10,013	\$ 11,470	\$ 13,564	\$ 11,367	\$ 7,268	\$ 9,136	\$ 9,407	\$ 7,986	117,834
Shoreview room	6,985	9,653	8,090	6,080	5,693	5,858	4,552	7,137	6,450	9,081	5,807	7,554	82,940
Community room	6,895	6,588	7,948	4,555	3,388	4,233	4,320	4,815	4,775	5,903	5,019	4,980	63,419
Meeting rooms	2,875	62	725	866	3,140	3,751	-	798	-	433	1,299	776	14,725
Overnight rentals	6,376	5,118	4,124	3,371	5,484	2,661	2,005	2,817	2,609	3,532	3,434	4,626	46,157
Other rentals													-
Wave Café	15,549	14,507	16,612	11,521	10,403	13,220	14,932	15,251	7,510	7,591	10,634	11,788	149,518
Concession sales	5,722	5,885	7,363	4,833	4,738	2,566	1,676	2,286	4,549	4,794	3,582	2,767	50,761
Birthday party catering	453	1,291	3,381	1,097	1,610	1,412	419	2,141	1,553	1,448	890	934	16,629
Meeting room catering													-
Commission/catering	784				470	655	2,085	1,711	3,625	3,049	1,661	316	14,356
Commission/alcohol	1,085	772	1,226	1,292	1,403	1,479	1,609	1,643	644	686	679	917	13,435
Merchandise sales													-
Passes	60,647	57,267	70,359	43,859	43,129	48,417	49,787	52,982	26,411	26,844	33,455	44,669	557,826
Daily	7,111	6,914	6,776	4,086	3,336	2,950	2,931	4,353	2,614	3,359	5,447	6,324	56,201
Indoor playground	3,823	3,813	2,984	1,896	1,475	979	1,286	1,783	1,366	1,912	2,566	5,002	28,885
Coupon	12,120	10,738	4,202	1,836	10,402	18,262	3,012	1,519	2,624	4,848	8,251	14,521	92,335
Seasonal	119,211	74,923	79,557	62,947	50,309	53,639	59,685	71,414	69,254	74,382	93,905	152,352	961,578
Annual													-
Skate park	1,681	811	2,238	944	638	825	1,071	921	703	780	644	1,557	12,813
Locker receipts	(581)	587	5	562	811	617	712	1,119	580	1,026	706	2,112	8,256
Vending machines													-
Video games													-
Other	(29)	(80)	52	1,664	27	127	31	34	36	32	1,335	11,104	14,333
Building charge						103,000							103,000
Interest on investments													-
Transfers in	30,500	30,500	30,500	30,500	30,500	30,500	30,500	30,500	30,500	30,500	30,500	30,500	366,000
<b>TOTAL REVENUES</b>	<b>\$ 290,158</b>	<b>\$ 237,586</b>	<b>\$ 255,822</b>	<b>\$ 192,664</b>	<b>\$ 186,969</b>	<b>\$ 306,621</b>	<b>\$ 194,177</b>	<b>\$ 214,591</b>	<b>\$ 173,071</b>	<b>\$ 189,336</b>	<b>\$ 219,221</b>	<b>\$ 310,785</b>	<b>\$ 2,771,001</b>
<b>EXPENDITURES:</b>													
Personal services	84,628	125,924	121,283	119,613	161,920	100,242	123,539	128,780	122,694	177,024	118,533	172,187	1,556,367
Supplies	5,189	55,673	61,501	46,924	34,621	46,299	33,811	35,548	47,596	32,373	30,528	59,768	489,831
Contractual	12,824	34,010	67,035	54,136	52,133	43,451	61,462	43,769	62,946	106,691	40,890	70,383	651,730
Capital outlay													-
NSP energy loan													-
Transfers out													-
<b>TOTAL EXPENDITURES</b>	<b>\$ 102,641</b>	<b>\$ 215,607</b>	<b>\$ 249,819</b>	<b>\$ 220,673</b>	<b>\$ 248,674</b>	<b>\$ 189,992</b>	<b>\$ 218,812</b>	<b>\$ 210,097</b>	<b>\$ 233,236</b>	<b>\$ 316,088</b>	<b>\$ 189,951</b>	<b>\$ 302,338</b>	<b>\$ 2,697,928</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 187,517</b>	<b>\$ 21,979</b>	<b>\$ 6,003</b>	<b>\$ (28,009)</b>	<b>\$ (61,705)</b>	<b>\$ 116,629</b>	<b>\$ (24,635)</b>	<b>\$ 4,494</b>	<b>\$ (60,165)</b>	<b>\$ (126,752)</b>	<b>\$ 29,270</b>	<b>\$ 8,447</b>	<b>\$ 73,073</b>

COMMUNITY CENTER  
ACTIVITY BY MONTH

Description	2014 Jan	2014 Feb	2014 Mar	2014 Apr	2014 May	2014 Jun	2014 Jul	2014 Aug	2014 Sep	2014 Oct	2014 Nov	2014 Dec	Total
<b>NUMBER OF USERS:</b>													
Daily users	8,204	6,661	10,413	5,480	4,230	5,389	4,858	5,232	2,251	4,010	6,320	6,651	69,699
Members	31,509	27,103	29,692	26,463	22,454	23,645	23,864	22,155	18,845	21,735	24,257	26,013	297,735
Rentals	9,996	7,882	9,500	11,995	17,617	43,616	40,248	42,655	9,917	11,853	10,983	9,476	225,738
<b>TOTAL USERS</b>	<b>49,709</b>	<b>41,646</b>	<b>49,605</b>	<b>43,938</b>	<b>44,301</b>	<b>72,650</b>	<b>68,970</b>	<b>70,042</b>	<b>31,013</b>	<b>37,598</b>	<b>41,560</b>	<b>42,140</b>	<b>593,172</b>
<b>REVENUES:</b>													
Room Rentals													
Shoreview room	7,493	6,561	10,076	13,413	8,414	10,129	10,469	8,451	13,065	8,213	6,899	10,089	113,272
Community room	6,595	5,657	8,615	6,281	7,682	5,218	5,918	4,900	6,112	9,417	4,900	7,146	78,441
Meeting rooms	6,231	4,965	7,313	6,758	3,900	3,718	3,370	4,405	5,701	7,070	4,753	6,571	64,755
Overnight rentals	2,556	927	34		2,961	5,071			1,928	397	439	2,554	16,867
Other rentals	3,159	2,177	6,679	2,667	4,219	1,154	2,099	1,773	1,823	2,124	3,329	3,096	34,299
Wave Café													-
Concession sales	16,343	13,215	18,822	10,871	8,801	14,862	12,224	12,634	4,381	7,496	12,227	11,214	143,090
Birthday party catering	7,225	5,828	8,461	6,011	4,632	1,858	2,140	1,610	2,978	4,614	3,019	2,957	51,333
Meeting room catering	851	1,987	3,672	1,426	382	601	618	1,290	4,425	2,767	371	4,220	22,610
Commission/catering													-
Commission/alcohol		73	53	1,579	1,193	1,050	1,733	802	3,417	2,394	1,065	243	13,602
Merchandise sales	982	1,069	1,108	1,110	937	1,536	1,468	1,094	396	656	622	713	11,691
Passes													-
Daily	54,166	45,997	83,904	37,457	30,042	50,754	45,066	42,788	13,661	23,325	37,263	41,064	505,487
Indoor playground	8,013	5,807	8,607	5,131	2,057	3,568	2,782	3,251	2,042	3,054	6,160	5,177	55,649
Coupon	4,823	3,224	4,274	2,635	1,892	912	2,345	1,985	1,627	2,271	4,184	5,479	35,651
Seasonal	17,474	9,046	6,446	2,637	10,888	15,322	3,330	3,188	2,126	5,011	13,952	16,373	105,793
Annual	121,826	74,637	95,193	71,037	57,171	56,162	64,914	70,289	71,897	83,281	94,947	152,015	1,013,369
Skate park													-
Locker receipts	3	2,790	2,806	1,032	809	1,219	842	935	(1)	1,008	1,157	1,870	14,470
Vending machines		5	5	412	976	654	762	413	1,100	633	639	1,973	7,572
Video games													-
Other	(42)	(95)	(43)	29	1	296	56	42	18	21	366	12,697	13,346
Building charge						100,000							113,615
Interest on investments													65,924
Transfers in													339,000
<b>TOTAL REVENUES</b>	<b>\$ 285,948</b>	<b>\$ 212,120</b>	<b>\$ 294,275</b>	<b>\$ 198,736</b>	<b>\$ 175,207</b>	<b>\$ 302,334</b>	<b>\$ 188,386</b>	<b>\$ 188,100</b>	<b>\$ 164,946</b>	<b>\$ 192,002</b>	<b>\$ 224,542</b>	<b>\$ 393,240</b>	<b>\$ 2,819,836</b>
<b>EXPENDITURES:</b>													
Personal services	80,502	113,805	109,267	111,237	164,246	116,446	112,900	123,504	111,300	158,776	113,176	160,824	1,475,983
Supplies	15,848	52,201	51,609	58,274	24,061	37,144	38,870	61,592	26,314	56,206	29,329	76,904	528,552
Contractual	8,229	39,893	48,847	45,114	28,652	81,027	33,283	79,182	73,306	76,445	49,392	107,123	670,493
Capital outlay													-
NSP energy loan													-
Transfers out													-
<b>TOTAL EXPENDITURES</b>	<b>\$ 104,579</b>	<b>\$ 205,899</b>	<b>\$ 209,723</b>	<b>\$ 214,625</b>	<b>\$ 216,959</b>	<b>\$ 234,617</b>	<b>\$ 185,053</b>	<b>\$ 264,278</b>	<b>\$ 210,920</b>	<b>\$ 291,427</b>	<b>\$ 191,897</b>	<b>\$ 344,851</b>	<b>\$ 2,674,828</b>
<b>REVENUES LESS EXPENDITURES</b>	<b>\$ 181,369</b>	<b>\$ 6,221</b>	<b>\$ 84,552</b>	<b>\$ (15,889)</b>	<b>\$ (41,752)</b>	<b>\$ 67,717</b>	<b>\$ 3,333</b>	<b>\$ (76,178)</b>	<b>\$ (45,974)</b>	<b>\$ (99,425)</b>	<b>\$ 32,645</b>	<b>\$ 48,389</b>	<b>\$ 145,008</b>

## MOTION SHEET

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

To approve the following payment of bills as presented by the finance department.

Date	Description		
09/28/16	Accounts payable	\$	132,579.00
10/04/16	Accounts payable	\$	329,809.59
10/05/16	Accounts payable		\$149,906.47
10/05/16	Accounts payable		\$3,502.23
10/06/16	Accounts payable		\$26,261.37
10/12/16	Accounts payable		\$4,540.00
10/12/16	Accounts payable		\$321,793.02
10/13/16	Accounts payable		\$510,531.65
	<b>Sub-total Accounts Payable</b>	<b>\$</b>	<b>1,478,923.33</b>
09/16/16	Payroll (including direct deposits)		\$155,283.69
	<b>Sub-total Payroll</b>	<b>\$</b>	<b>155,283.69</b>
	<b>Total</b>	<b>\$</b>	<b>1,634,207.02</b>

ROLL CALL:	AYES	NAYS
Johnson		
Quigley		
Wickstrom		
Springhorn		
Martin		



## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
A-1 HYDRAULICS SALES & SERVICE	MOWER HYDRAULIC HOSE	701	46500	2220		002	\$8.83	\$8.83
ABLE HOSE & RUBBER INC.	306 SUCTION HOSE	701	46500	2220		002	\$266.34	\$266.34
ALERUS RETIREMENT AND BENEFITS	COBRA ADMINISTRATION	101	40210	3190		003	\$22.00	\$22.00
ARAMARK REFRESHMENT SERVICES	COFFEE & SUPPLIES MAINTENANCE CENTER	701	46500	2183		003	\$252.99	\$252.99
ATIR ELECTRIC CORPORATION	CITY HALL LED RETROFIT PROJECT	431	43800	3810			\$35,791.00	\$35,791.00
ATIR ELECTRIC CORPORATION	CITYNHALL LED RETROFIT PROJECT	431	43800	3810			\$1,638.00	\$1,638.00
ATIR ELECTRIC CORPORATION	POOL LED LIGHT PROJECT	431	43800	3810			\$46,800.00	\$46,800.00
ATIR ELECTRIC CORPORATION	POOL LED LIGHT PROJECT	431	43800	3810			\$3,389.00	\$3,389.00
AUTO NATION FORD WHITE BEAR LA	305 PARTS	701	46500	2220		001	\$271.41	\$271.41
BARTON SAND & GRAVEL COMPANY	RUBBLE DISPOSAL	101	42200	2180		002	\$90.00	\$90.00
BAUER BUILT TIRE AND BATTERY I	TIRES CAMERA TRUCK	701	46500	2230		001	\$84.50	\$84.50
BEISSWENGERS HARDWARE	CLEANING SUPPLIES FOR MTCE CENTER	701	46500	2183		002	\$33.59	\$33.59
BEISSWENGERS HARDWARE	IRRIGATION REPAIR SUPPLIES	101	43710	2240			\$19.17	
BEISSWENGERS HARDWARE	IRRIGATION REPAIR SUPPLIES	101	43710	2240			\$50.14	\$50.14
BEISSWENGERS HARDWARE	BOLTS FOR LANDPRIDE MOWER	701	46500	2220		002	\$17.58	\$17.58
BLAINE BROTHERS INC.	302 ALIGNMENT	701	46500	2220		001	\$193.38	\$193.38
CDW GOVERNMENT	(3)BATTERY BACKUP UNITS - WELLS	601	45050	2280			\$330.51	\$330.51
CDW GOVERNMENT	REMOTE DESKTOP LICENSES FOR SCADA	454	47000	5950			\$772.00	\$772.00
CDW GOVERNMENT	IPAD CASES FOR WTP/BOOSTER STATION	454	47000	5950			\$173.60	\$173.60
CHESS	SEPT MTCE PLAN - SAFETY CONSULTANT	101	40210	3190		007	\$800.00	\$800.00
CUMMINS NPOWER, LLC	215 FUEL PUMP	701	46500	2220		001	\$827.74	\$827.74
DIAMOND VOGEL PAINT	CROSSWALK PAINT	101	42200	2180		004	\$617.60	\$617.60
EMBEDDED SYSTEMS INC	TROUBLESHOOT & REPAIR SIREN #6	101	42050	3190		006	\$125.00	\$125.00
FACTORY MOTOR PARTS COMPANY	603 RESISTOR ASSEMBLY	701	46500	2220		001	\$27.59	\$27.59
FACTORY MOTOR PARTS COMPANY	1 TON BATTERIES	701	46500	2220		001	\$209.40	\$209.40
FERGUSON ENTERPRISES INC #1657	306 PUMP PARTS	701	46500	2220		001	\$60.73	\$60.73
FERGUSON ENTERPRISES INC #1657	306 PUMP PARTS	701	46500	2220		001	\$7.93	\$7.93
FERGUSON WATERWORKS #2516	MARKING PAINT	601	45050	2280		001	\$336.80	\$1,233.08
		602	45550	2280		001	\$382.40	
		603	45850	2180		001	\$382.40	
		604	42600	2180			\$131.48	
FLEXIBLE PIPE TOOL COMPANY	WHISKERS FOR JET SAW	602	45550	2280		001	\$50.00	\$50.00
GERTENS WHOLESALE	LANDSCAPE BLOCKS FOR AROUND PARK SIGNS	101	43710	2260			\$1,763.00	\$1,763.00
GOPHER STATE ONE-CALL	GOPHER ONE LOCATE CHARGE	601	45050	3190		001	\$144.12	\$576.45
		602	45550	3190		001	\$144.11	
		603	45850	3190		001	\$144.11	
		604	42600	3190			\$144.11	
GRAINGER, INC.	COOLANT	701	46500	2130		001	\$57.15	
GRAINGER, INC.	EYE WASH STATION TAGS	701	46500	2400		006	\$28.48	\$28.48
GRAINGER, INC.	SHOP SUPPLIES	701	46500	2400		006	\$262.12	\$262.12
GRAINGER, INC.	CLEANING SUPPLIES CC	220	43800	2110			\$238.49	\$238.49
GRAINGER, INC.	REPAIR SUPPLIES CC	220	43800	2240		001	\$197.50	\$197.50
GRAINGER, INC.	CLEANING SUPPLIES CC	220	43800	2110			\$52.24	\$52.24
GRAINGER, INC.	CLEANING SUPPLIES CC	220	43800	2110			\$52.24	\$52.24
GRAINGER, INC.	CLEANING SUPPLIES CC	220	43800	2110			\$26.12	\$26.12
H & L MESABI, INC.	PLOW BOLTS	701	46500	2220		002	\$386.00	\$386.00
HAMERNICK DECORATING CENTER	PAINTING OF TRACK WALLS AND DOOR FRAMES	405	43800	3810			\$8,280.00	\$9,400.00
		220	43800	3810		003	\$1,120.00	
HAMERNICK DECORATING CENTER	PAINTING LOCKER ROOMS AND LOCKERS	220	43800	3810		007	\$17,090.00	
HAMERNICK DECORATING CENTER	PAINTING DURING POOL SHUTDOWN	220	43800	3810		007	\$3,365.45	\$3,365.45
HILLCREST ANIMAL HOSPITAL	BILLING FOR PERIOD ENDING 10/01/16	101	41100	3190		003	\$385.00	\$385.00

## COUNCIL REPORT

Vendor Name	Description	FF	GG	00	AA	CC	Line Amount	Invoice Amt
I-STATE TRUCK CENTER	209 TURN SIGNAL	701	46500	2220		001	\$17.31	\$17.31
INNOVATIVE OFFICE SOLUTIONS LL	11X17 PAPER	101	40210	2180			\$7.58	\$7.58
INNOVATIVE OFFICE SOLUTIONS LL	11X17 PAPER	101	40210	2180			\$15.16	\$15.16
L'ALLIER CONCRETE, INC	STORM SEWER CURB REPAIRS	603	45850	3190		002	\$7,750.00	\$7,750.00
LAKE JOHANNA FIRE DEPT	2016 GEN EQUIP - PORTABLE RADIO REPLACE	405	41200	3190			\$41,540.00	\$41,540.00
LARSON COMPANIES	EQUIP FILTERS	701	46500	2220		002	\$14.28	\$14.28
MAC QUEEN EQUIPMENT INC.	CROSSWIND BOARDS	701	46500	2220		002	\$177.44	\$177.44
MANSFIELD OIL COMPANY	UNLEADED FUEL	701	46500	2120		001	\$1,899.91	\$1,899.91
MANSFIELD OIL COMPANY	DIESEL FUEL	701	46500	2120		003	\$1,611.50	\$1,611.50
MANSFIELD OIL COMPANY	MN STATE FUEL CONTRACT REFUND	701	46500	2120		001	-\$100.00	-\$100.00
MANSFIELD OIL COMPANY	MN STATE FUEL CONTRACT REFUND	701	46500	2120		001	-\$99.00	-\$99.00
MANSFIELD OIL COMPANY	MN STATE FUEL CONTRACT REFUND	701	46500	2120		001	-\$100.00	-\$100.00
MANSFIELD OIL COMPANY	MN STATE FUEL CONTRACT REFUND	701	46500	2120		001	-\$100.00	-\$100.00
MANSFIELD OIL COMPANY	MN STATE FUEL CONTRACT REFUND	701	46500	2120		001	-\$100.00	-\$100.00
MASTERS PLUMBING HEATING & COO	WATER HEATER REPLACEMENT PROJECT	405	43800	3810			\$85,025.00	\$85,025.00
MENARDS CASHWAY LUMBER **FRIDL	PAINT AND TAPE TO PAINT PANEL BY FLAGS	101	43710	2240			\$32.99	
MENARDS CASHWAY LUMBER **FRIDL	REPLACEMENT HOCKEY BOARDS PAINT SUPPLIES	101	43710	2240			\$825.29	\$825.29
MIDWEST LOCK & SAFE INC	KEY RE-PLACEMENT - 8 KEYS	101	40210	2180			\$110.25	\$110.25
MINNESOTA DEPARTMENT OF CORREC	DOC CREWS FOR TRAIL SEALCOATING	405	43450	5300			\$2,025.00	\$2,025.00
MINNESOTA EQUIPMENT	JD Z930M V-BELY	701	46500	2220		002	\$38.68	\$38.68
MINNESOTA RURAL WATER ASSOCIAT	MRWA MEMBERSHIP FEE	601	45050	4330			\$250.00	\$250.00
MN DEPARTMENT OF LABOR AND IND	COMPRESSOR INSPECTIONS	701	46500	3196		001	\$20.00	\$20.00
MN DEPARTMENT OF LABOR AND IND	BOILER AND PRESSURE VESSEL INSPECTIONS	220	43800	4890		003	\$80.00	\$80.00
MULTICARE ASSOCIATES TWIN CITI	PRE-EMPLOYMENT TESTING	101	40210	3190		006	\$131.00	\$131.00
NAPA AUTO PARTS	SUPPLIES	701	46500	2130		001	\$126.23	\$126.23
O'DAY EQUIPMENT, LLC	ANNUAL TANK INSPECTIONS	701	46500	3196		001	\$1,101.00	\$1,101.00
OFFICE DEPOT	WATER/CLEANUP DAY SUPPLIES	210	42750	2180			\$3.63	\$3.63
OFFICE DEPOT	KEYBOARD	101	40550	2010		001	\$48.29	\$48.29
OFFICE DEPOT	RECORDABLE DVD SPINDLE	230	40900	2180			\$32.01	\$32.01
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	40200	2010		002	\$22.98	\$128.76
		220	43800	2010		001	\$26.45	
		101	43400	2010			\$26.44	
		101	40500	2010		008	\$26.44	
		601	45050	2010		001	\$26.45	
OXYGEN SERVICE COMPANY	PROPANE CYLINDERS	701	46500	2220		003	\$217.22	\$217.22
PIONEER RIM & WHEEL CO.	PATCH TRAILER	701	46500	2220		002	\$25.26	\$25.26
PLUMBMASTER, INC	REPAIR SUPPLIES CC	220	43800	2240		001	\$599.67	\$599.67
PLUMBMASTER, INC	REPAIR SUPPLIES CC	220	43800	2240		001	\$504.64	\$504.64
PLUMBMASTER, INC	REPAIR SUPPLIES CC	220	43800	2240		001	\$133.15	\$133.15
PLUMBMASTER, INC	REPAIR SUPPLIES CC	220	43800	2240		001	\$118.25	\$118.25
PLUMBMASTER, INC	REPAIR SUPPLIES CC	220	43800	2240		001	\$3,437.76	\$3,437.76
PLUMBMASTER, INC	REPAIR SUPPLIES CC	220	43800	2240		001	\$157.40	\$157.40
RAMSEY COUNTY	CAD SERVICES FOR SEPTEMBER	101	41100	3190			\$1,835.89	
RAMSEY COUNTY	911 DISPATCH SERVICES FOR SEPTEMBER 2016	101	41100	3190		001	\$8,444.78	\$8,444.78
RAMSEY COUNTY	WATER PATROL SERVICES FOR 2016	101	41100	3990			\$7,831.00	\$7,831.00
RAMSEY COUNTY	LAW DNFORCEMENT SERVICES FOR OCTOBER	101	41100	3190		001	\$172,554.80	\$172,554.80
RAMSEY COUNTY PROPERTY RECORDS	EMERGENCY COMMUNICATION RADIO USER FEE	701	46500	4330			\$177.84	\$177.84
READY WATT ELECTRIC INC	REPAIRS TO SIREN #6	101	42050	3190		006	\$196.00	\$196.00
RICK JOHNSON DEER AND BEAVER I	DEAD DEER REMOVAL FROM WILSON PARK	101	43710	3190			\$145.00	\$145.00
ROYAL CONCRETE PIPE	STORM SEWER PIPE TIE BOLTS	603	45850	2180		003	\$252.00	\$252.00
ST. PAUL, CITY OF	RIVERPRINT:ORDER10098/COONEY BUSINESS CD	101	40550	2010		003	\$38.00	\$38.00

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ST. PAUL, CITY OF	RIVERPRINT:ORDER10128/RICE BUSINESS CARD	101	40550	2010		003	\$38.00	\$38.00
ST. PAUL, CITY OF	RIVERPRINT:ORDER10174/CLEANUPDAY TEAROFF	210	42750	2180			\$213.37	\$213.37
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$129.00	\$129.00
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$120.00	\$120.00
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$102.00	\$102.00
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$34.84	\$34.84
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$298.02	\$298.02
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$1,475.35	\$1,475.35
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$50.12	\$50.12
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$159.17	\$159.17
T.A. SCHIFSKY & SONS, INCORPOR	SAND-ASHPHALT-CLASS 5	101	42200	2180		002	\$1,530.61	\$1,530.61
THYSSEN KRUPP ELEVATOR CORPORT	ELEVATOR SERVICE CONTRACT	220	43800	3190		004	\$1,137.87	\$1,137.87
TRI STATE BOBCAT, INC.	TOOL CAT DOOR PARTS	701	46500	2220		002	\$55.36	\$55.36
TRI STATE BOBCAT, INC.	TOOLCAT MOWER DECK PARTS	701	46500	2220		002	\$232.61	\$232.61
UNIFIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001	\$43.97	\$175.88
		601	45050	3970		001	\$43.97	
		602	45550	3970		001	\$43.97	
		603	45850	3970		001	\$21.99	
		701	46500	3970		001	\$21.98	
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970			\$103.80	\$103.80
UNIFIRST CORPORATION	UNIFORM RENTAL PARKS	101	43710	3970			\$70.89	\$70.89
UNIFIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001	\$44.08	\$176.33
		601	45050	3970		001	\$44.08	
		602	45550	3970		001	\$44.08	
		603	45850	3970		001	\$22.04	
		701	46500	3970		001	\$22.05	
UNIFIRST CORPORATION	UNIFORM RENTAL PARKS	101	43710	3970			\$74.44	\$74.44
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970			\$54.89	\$54.89
UNIFIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001	\$43.42	\$173.68
		601	45050	3970		001	\$43.42	
		602	45550	3970		001	\$43.42	
		603	45850	3970		001	\$21.71	
		701	46500	3970		001	\$21.71	
VAN PAPER COMPANY	TOILET PAPER FOR RICE CREEK FIELDS	101	43710	2110			\$57.52	\$57.52
VOICE + DATA NETWORKS	AVAYA S8300 (CITY HALL) HARDWARE MAINT	101	40200	3210		004	\$8,029.01	\$8,029.01
VOICE + DATA NETWORKS	AVAYA CM (MAINT BLDG) HARDWARE MAINT	101	40200	3210		004	\$518.81	\$518.81
VOICE + DATA NETWORKS	AVAYA ONE-X (FRONT DESK) SOFTWARE MAINT	101	40200	3210		004	\$484.93	\$484.93
WASTE MANAGEMENT - BLAINE	REMOVE WASTE MATERIAL	701	46500	3640		001	\$220.00	
YALE MECHANICAL INC	REPLACEMENT DUCT HANGERS POOL	220	43800	3810		007	\$9,320.00	\$9,320.00
YALE MECHANICAL INC	REPAIRS TO POOL COMPRESSOR #2	220	43800	3810		007	\$2,764.78	\$2,764.78
YALE MECHANICAL INC	POOL SHUTDOWN REPAIRS	220	43800	3810		007	\$4,456.75	\$4,456.75
YALE MECHANICAL INC	POOL EXHAUST REPAIR	220	43800	3810		007	\$301.25	\$301.25
YALE MECHANICAL INC	REPAIRS TO POOL COMPRESSOR #1	220	43800	3810		007	\$4,144.44	\$4,144.44
YALE MECHANICAL INC	POOL AHU SERVICE CONTRACT WORK	220	43800	3190		007	\$1,373.22	\$1,373.22
YALE MECHANICAL INC	REPAIRS TO CHILLER	220	43800	3810		003	\$2,347.28	\$2,347.28
YALE MECHANICAL INC	REPAIRS TO STUDIO#3 VAV	220	43800	3810		002	\$1,267.26	\$1,267.26
YALE MECHANICAL INC	SERVICE CONTRACT WORK	220	43800	3190		004	\$1,615.85	\$1,615.85

Total of all invoices: \$510,531.65

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
AARP C/O MARIETTA BOOTH	AARP 8HR SMART DRIVER 09/26 & 09/28	225	43590	3174		003		\$95.00	\$95.00
ACE SOLID WASTE	MAINT CENTER SOLID WASTE PICKUP	701	46500	3640				\$365.89	\$365.89
ALLEN, DEANNE	PLANNING 9-27, CITY COUNCIL 10-3	101	44100	3190				\$150.00	\$350.00
		101	40200	3190		001		\$200.00	
ALLEN, DEANNE	EDA MINUTES 10-3	240	44400	3190		002		\$200.00	
ATIR ELECTRIC CORPORATION	OVERPAID ELECTRICAL PERMIT	101	32580					\$296.00	\$296.00
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001		\$67.76	
BEISSWENGERS HARDWARE	CLEANING SUPPLIES CC	220	43800	2110				\$26.67	\$26.67
BLIND INSTALLATION & REPAIR IN	SHADE REPAIR IN P&R OFFICE	220	43800	3890				\$154.00	\$154.00
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001		\$28.75	\$28.75
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001		\$24.75	\$24.75
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001		\$24.75	\$24.75
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001		\$24.75	\$24.75
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001		\$24.75	\$24.75
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001		\$20.99	\$20.99
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001		\$20.99	\$20.99
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$19.14	\$19.14
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$19.14	\$19.14
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$18.18	\$18.18
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$18.18	\$18.18
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$18.18	\$18.18
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$18.18	\$18.18
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$18.18	\$18.18
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$18.18	\$18.18
HILL, NICOLE	APA MN CONFERENCE MILEAGE	101	44100	3270				\$72.90	
HORIZON COMMERCIAL POOL SUPPLY	LIGHT COVER FOR POOL	220	43800	2240		003		\$150.83	\$150.83
HORIZON COMMERCIAL POOL SUPPLY	REPAIRS TO WATERWALK LANDING PAD	220	43800	3810		007		\$465.00	\$465.00
MENARDS CASHWAY LUMBER *MAPLEW	PLYWOOD FOR EASMENT ACCESS W/EQUIPMENT	603	45850	2180		001		\$246.60	\$246.60
METROPOLITAN COUNCIL	SEWER SERVICE-NOVEMBER 2016	602	45550	3670				\$149,121.81	\$149,121.81
METROPOLITAN COUNCIL ENVIRONME	SEPT 2016 SAC CHARGES	602	20840					\$4,970.00	\$4,920.30
		602	34060					-\$49.70	
MINNESOTA DEPARTMENT OF REV -	ON ROAD DIESEL FUEL TAX: SEPTEMBER 2016	701	46500	2120				\$200.07	\$200.07
MINNESOTA DEPARTMENT OF REVENUE	SALES USE TAX: SEPTEMBER 2016	220	21810					\$8,303.00	\$12,985.00
		701	46500	2120		003		\$55.00	
		601	21810					\$4,619.00	
		220	43800	3610				\$17.19	
		220	43800	2140				\$ .24	
		101	44100	2010				-\$2.00	
		101	42050	2010				-\$5.00	
		101	40500	2010				-\$2.43	
NORTHERN AIR CORPORATION	MESSAGE SIGN RELOCATION	453	43800	3190				\$15,763.00	
NORTHERN ELECTRICAL CONTRACTOR	POOL SHUTDOWN ELECTRICAL REPAIRS	220	43800	3810		007		\$478.00	\$478.00
NORTHERN ELECTRICAL CONTRACTOR	POOL PUMP ROOM REPAIRS	220	43800	3810		007		\$135.00	\$135.00
Q3 CONTRACTING	STREET LT RESTORATION 2 PROJECT 16-03	604	42600	5300				\$2,434.15	\$2,434.15
Q3 CONTRACTING	STREET LT RESTORATION PROJECT 16-03	604	42600	5300				\$1,260.00	\$1,260.00
Q3 CONTRACTING	STREET LT ASPHALT REPAIR PROJECT 16-03	604	42600	5300				\$468.00	\$468.00
QUALITY FLOW SYSTEMS INC	BUCHER LIFT STATION EQUIPMENT CP15-13	432	47000	5950				\$48,140.00	\$48,140.00
QUALITY FLOW SYSTEMS INC	HATCH FOR BUCHER LIFT STATION CP15-13	432	47000	5950				\$6,900.00	\$6,900.00
REPUBLIC SERVICES INC #899	SEPTEMBER RECYCLING SERVICES	210	42750	3190				\$30,286.48	\$30,286.48
RICOH USA, INC.	LEASE: 6502 COPIER /10-21 TO 11-20-16	101	40200	3930		002		\$1,947.00	\$1,947.00
SAINT PAUL AREA CHAMBER OF COM	POLITICAL LEADERSHP LUNCH-TS, AW, MM, FE	101	40100	4500		001		\$140.00	\$140.00

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
SERIGRAPHICS SIGN SYSTEMS	MONUMENT SIGN REFACING PROJECT	405	43710	3810			\$1,744.00	\$1,744.00
TASC	VEBA ADMINISTRATION FEE: SEPT 2016	101	20416				\$369.60	\$369.60
THYSSEN KRUPP ELEVATOR CORPORT	DOWN PAYMENT ON ELEVATOR REPAIRS	220	43800	3810		003	\$1,532.50	\$1,532.50
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970			\$63.86	\$63.86
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970			\$60.81	\$60.81
UNIVERSITY OF MINNESOTA	ANNUAL TRANSPORTATION CONF. M.MALONEY	101	42050	4500			\$75.00	\$75.00
UNIVERSITY OF MINNESOTA	FALL CONF NOV 17-18 PUBLIC WORKS 7 STAFF	101	42050	4500			\$1,265.00	\$1,795.00
		603	45850	4500	002		\$285.00	
		602	45550	4500	002		\$245.00	
UPPER CUT TREE SERVICES INC	WO 16-31 DEAD BLVD TREE REMOVAL	101	43900	3190		002	\$460.00	\$460.00
VALLEY-RICH CO, INC	EMERGENCY WATERMAIN BREAK REPAIR VICTORI	601	45050	3190		004	\$36,823.35	
VERIZON WIRELESS	BILLING 8-11-16 THROUGH 09-10-16	601	45050	4330			\$25.00	\$882.35
		101	42050	2010			\$35.00	
		601	45050	3190			\$437.19	
		602	45550	3190			\$36.20	
		101	40200	3210		002	\$348.96	
Total of all invoices:								\$321,793.02

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
AMBROSIER, PAUL	FALL SOCCER LEAGUE (GRADES 3&4)	220	22040				\$60.00	\$60.00
ANTHONY, MATTHEW	FALL SOCCER LEAGUE (GRADES 3&4)	220	22040				\$80.00	\$80.00
ARNOLD, KEVIN	FALL SOCCER LEAGUE (GRADES 1&2)	220	22040				\$70.00	\$70.00
BOHLE, FRANK	FALL SOCCER LEAGUE (AGE 4-K)	220	22040				\$70.00	\$70.00
BOWLER, NATHANIEL	FALL SOCCER LEAGUE (AGE 4-K)	220	22040				\$70.00	\$70.00
BRATLAND, DAVE	FALL SOCCER LEAGUE (GRADES 3&4)	220	22040				\$80.00	\$80.00
CONLIN, SARAH	FALL SOCCER LEAGUE (GRADES 5&6)	220	22040				\$60.00	\$60.00
CULHANE, MARIE	FALL SOCCER LEAGUE (GRADES 5&6)	220	22040				\$60.00	\$60.00
DUNN, KYRA	RSV# 1370321 REFUND REFUND	220	22040				\$25.00	\$25.00
EDWARDS, CHRISTIAN	FLAG FOOTBALL LEAGUE (GRADE K)	220	22040				\$80.00	\$80.00
EDWARDS, KRISTIN	RSV# 1370323 REFUND REFUND	220	22040				\$25.00	\$25.00
ENRIQUEZ, ALBERTA	RSV# 1370311 REFUND REFUND	220	22040				\$500.00	\$500.00
FAGERLEE, TRISTAM	FLAG FOOTBALL LEAGUE (GRADES 3&4)	220	22040				\$80.00	\$80.00
FARNSWORTH, JON	FALL SOCCER LEAGUE (GRADES 1&2)	220	22040				\$70.00	\$70.00
FERNANDEZ, MOISES	FALL SOCCER LEAGUE (AGE 4-K)	220	22040				\$60.00	\$60.00
FLORES ANDRES	FALL SOCCER LEAGUE (AGE 4-K)	220	22040				\$90.00	\$90.00
GETSAY, TIM	FLAG FOOTBALL LEAGUE (GRADES 3&4)	220	22040				\$90.00	\$90.00
GREER, SHARON	FALL SOCCER LEAGUE (GRADES 1&2)	220	22040				\$60.00	\$60.00
HANSEN, KRISTIN	FALL SOCCER LEAGUE (AGE 4-K)	220	22040				\$70.00	\$70.00
HATTON, RYAN	FALL SOCCER LEAGUE (GRADES 5&6)	220	22040				\$60.00	\$60.00
HELDT, LUKE	FALL SOCCER LEAGUE (GRADES 5&6)	220	22040				\$80.00	\$80.00
HOLZEMER, ADAM	FALL SOCCER LEAGUE (AGE 4-K)	220	22040				\$70.00	\$70.00
JOHNSON, JEREMY	FALL SOCCER LEAGUE (AGE 4-K)	220	22040				\$70.00	\$70.00
JOHNSON, JOEL	FALL SOCCER LEAGUE (AGE 4-K)	220	22040				\$60.00	\$60.00
JOHNSON, MARK	FALL SOCCER LEAGUE (GRADES 1&2)	220	22040				\$60.00	\$60.00
JUDE, TRENT	FALL SOCCER LEAGUE (AGE 4-K)	220	22040				\$70.00	\$70.00
KOSTOLNIK, MATT	FALL SOCCER LEAGUE (GRADES 1&2)	220	22040				\$60.00	\$60.00
KRAUS, JASON	FALL SOCCER LEAGUE (AGE 4-K)	220	22040				\$70.00	\$70.00
KRAUSE, PAUL	FALL SOCCER LEAGUE (AGE 4-K)	220	22040				\$60.00	\$60.00
LARSON, TARA	FLAG FOOTBALL LEAGUE (GRADES 1&2)	220	22040				\$110.00	\$110.00
LEE, NALA	RSV# 1370314 REFUND REFUND	220	22040				\$50.00	\$50.00
LING, CHAD	FALL SOCCER LEAGUE (GRADES 3&4)	220	22040				\$90.00	\$90.00
LITECKY, CHRIS	FLAG FOOTBALL LEAGUE (GRADES 1&2)	220	22040				\$90.00	\$90.00
MADISON, BOB	FLAG FOOTBALL LEAGUE (GRADES 1&2)	220	22040				\$80.00	\$80.00
MITCHELL, JIM	FALL SOCCER LEAGUE (AGE 4-K)	220	22040				\$70.00	\$70.00
MORIOKA, CHIE	AQUATICS - LEVEL 2.5	220	22040				\$120.00	\$120.00
NOREM, JEFF	FALL SOCCER LEAGUE (AGE 4-K)	220	22040				\$60.00	\$60.00
O'NEILL, JACKIE	FLAG FOOTBALL LEAGUE (GRADES 3&4)	220	22040				\$80.00	\$80.00
OLSON, JEFFREY	FALL SOCCER LEAGUE (AGE 4-K)	220	22040				\$60.00	\$60.00
OUSDIGIAN, KEVIN	FALL SOCCER LEAGUE (GRADES 1&2)	220	22040				\$60.00	\$60.00
PFARR, AMBRIA	RSV# 1370309 REFUND REFUND	220	22040				\$500.00	\$500.00
QUINN, DENNY	FALL SOCCER LEAGUE (GRADES 1&2)	220	22040				\$70.00	\$70.00
ROBERTSON, STRUAN	FLAG FOOTBALL LEAGUE (GRADES 3&4)	220	22040				\$90.00	\$90.00
STOCKBRIDGE, MAX	FALL SOCCER LEAGUE (GRADES 1&2)	220	22040				\$70.00	\$70.00
SWENSON, AARON	FALL SOCCER LEAGUE (GRADES 1&2)	220	22040				\$60.00	\$60.00
THOMAS, KAYLA	RSV# 1370324 REFUND REFUND	220	22040				\$25.00	\$25.00
VIZECKY, KAREN	FALL SOCCER LEAGUE (AGE 4-K)	220	22040				\$60.00	\$60.00
VIZECKY, MARK	FLAG FOOTBALL LEAGUE (GRADES 1&2)	220	22040				\$80.00	\$80.00
WILKINSON, STEFANIE	FALL SOCCER LEAGUE (AGE 4-K)	220	22040				\$60.00	\$60.00
YANG, TOULA	RSV# 1370316 REFUND REFUND	220	22040				\$25.00	\$25.00
YLKANEN, SCOTT	FLAG FOOTBALL LEAGUE (GRADES 1&2)	220	22040				\$110.00	\$110.00

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
YOUNG, CHRIS	FALL SOCCER LEAGUE (AGE 4-K)	220	22040				\$90.00	\$90.00
YOUSO, COLLEEN	FALL SOCCER LEAGUE (AGE 4-K)	220	22040				\$70.00	\$70.00
Total of all invoices:							\$4,540.00	=====

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001	\$29.24	\$29.24
COORDINATED BUSINESS SYSTEMS	MITA LASER USAGE/MAINT FEE/AUGUST 2016	101	40550	3860		004	\$161.79	\$161.79
DEYOUNG, GEORGETTE	T/C FAQURG REFUND	220	22040				\$35.50	\$35.50
FALK, ROBERT	ANNUAL GFOA CONFERENCE	101	40500	4500		005	\$149.04	
GENESIS EMPLOYEE BENEFITS INC	FLEX - MED/DEPENDENT CARE 10-07-16	101	20431				\$10.00	\$10.00
GPRS-C/O CITY OF APPLE VALLEY	GOVERNMENT REVIEW SEMINAR: HARVEY	101	40500	4500		016	\$50.00	\$50.00
METROPOLITAN COURIER CORPORATI	ARMORED CAR SERVICES: SEPT 2016	101	40500	4890			\$88.75	\$355.00
		220	43800	4890			\$88.75	
		601	45050	4890			\$88.75	
		602	45550	4890			\$88.75	
MINNESOTA METRO NORTH TOURISM	AUG 2016 HOTEL/MOTEL TAX	101	22079				\$26,713.95	
		101	38420				-\$1,335.70	
SPARKS, LIONEL	CREDIT BALANCE REFUND REFUND	220	22040				\$60.00	\$60.00
SPRINT	INVOICE 8-15-16 THROUGH 9-14-16	101	40200	3210		002	\$32.55	\$32.55
Total of all invoices:								\$26,261.37



## COUNCIL REPORT

[illegible]

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
4IMPRINT	SUN CARE KITS	220	43800	2201			\$446.70	\$446.70
ACE SOLID WASTE	DUMPSTER SERVICE CC AND PARKS	220	43800	3640			\$1,138.81	\$1,767.29
		101	43710	3950			\$628.48	
ALLEN, DEANNE	EDA MINUTES 9-12-16	240	44400	3190		002	\$200.00	
ALLEN, DEANNE	PC 8-30-16, CC 9-12-16 AND 9-19-16	101	44100	3190			\$150.00	\$550.00
		101	40200	3190		001	\$200.00	
		101	40200	3190		001	\$200.00	
ARCHETYPE SIGNMAKERS	NAMEPLATES AND BUILDING SIGNS	101	40800	2180			\$228.00	\$351.00
		220	43800	2180		002	\$123.00	
BEAUPRE AERIAL EQUIPMENT INC	POOL SHUTDOWN LIFT RENTAL	220	43800	3950			\$1,760.00	\$1,760.00
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001	\$29.55	\$29.55
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001	\$44.16	
BUCK, DIANA	MEETING SUPPLIES	220	43800	2200		002	\$100.41	\$100.41
C & E HARDWARE	NOZZLE CLEANER	601	45050	2280		005	\$11.18	\$11.18
C & E HARDWARE	STREET LIGHT PROJECT	604	42600	5300			\$5.19	\$5.19
C & E HARDWARE	BLEACH FOR N. OWASSO TRAIL	101	43450	2010			\$2.79	\$2.79
C & E HARDWARE	KEYS FOR WTP	601	45050	2280		001	\$17.43	\$17.43
COMMERCIAL FURNITURE SERVICES	REPAIRS TO BOOTH TABLES	220	43800	2240		001	\$1,035.06	\$1,035.06
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 09-30-16	101	21720				\$9,809.61	\$9,809.61
CORPORATE CONNECTION	SAFETY VESTS	601	45050	2280		001	\$264.77	\$794.29
		602	45550	2280		001	\$264.76	
		101	42200	2180		001	\$264.76	
CUB FOODS	COFFEE SERVICE DONUTS	220	43800	2591		003	\$37.88	\$37.88
DELTA DENTAL	DENTAL COVERAGE: OCT 2016	101	20415				\$6,712.10	\$7,042.40
		101	20411				\$330.30	
ECOLAB EQUIPMENT CARE	AUTOFRYER EXHAUST FAN REPAIR	220	43800	3890			\$659.93	
ESPE, FRED	MN GFOA CONFERENCE	101	40500	4500		005	\$519.90	\$519.90
FALK, ROBERT	FLAG FOOTBALL REF SEPT 24 & OCT 1	225	43510	3190		018	\$150.00	\$150.00
FATKHIYEV, NATHANIEL L	SOCCER REF SEPT 24 & OCT 1	225	43510	3190		007	\$80.00	\$80.00
FITNESS ANYWHERE, LLC	TRX FOR GROUP FITNESS	220	43800	2180			\$1,767.91	\$1,767.91
FLEET FARM/GE CAPITAL RETAIL B	POST HOLE DIGGER	701	46500	2400		002	\$32.40	\$32.40
GENESIS EMPLOYEE BENEFITS INC	FLEX - MED/DEPENDENT CARE: 9-23-16	101	20431				\$498.31	\$660.81
		101	20432				\$162.50	
GENESIS EMPLOYEE BENEFITS INC	FLEX - MED/DEPENDENT CARE 09-30-16	101	20431				\$90.23	\$90.23
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$20.99	\$20.99
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$19.14	\$19.14
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$19.14	\$19.14
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$19.14	\$19.14
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$18.18	\$18.18
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$18.18	\$18.18
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$18.18	\$18.18
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$18.18	\$18.18
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$18.18	\$18.18
GRANDMA'S BAKERY	COFFEE SERVICE DONUTS	220	43800	2591		003	\$8.62	\$8.62
GRAYSON, BRAD	SOCCER REF SEPT 24 & OCT 1	225	43510	3190		007	\$125.00	\$125.00
GREAT LAKES HIGHER ED GUARANTY	61-3073149/EDELSTEIN	101	20435				\$251.04	\$251.04
HEGGIE'S PIZZA LLC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$170.00	\$170.00
HEMPEL, TOM	REFUND CLOSING OVRPYMT-948 SHERWOOD RD	601	36190			003	\$8.62	\$8.62
HOFMEISTER, DONALD	SOFTBALL UMPIRE SEPT 12,13,20	225	43510	3190		001	\$144.00	\$144.00
HOME DEPOT CREDIT SERVICES	BLEACH, 1.5 GAL BLEACH SPRAYER	220	43800	2200		004	\$21.95	
HORIZON COMMERCIAL POOL SUPPLY	METAL FREE NATURAL CHEM DRAIN COVER CAP	220	43800	2200		004	\$35.00	\$360.97

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
		220	43800	2160		001	\$325.97	
HORIZON COMMERCIAL POOL SUPPLY	ORB-3 POOL NON FOAMING, UTILITY PUMP	220	43800	2160		001	\$334.85	
HORIZON COMMERCIAL POOL SUPPLY	THERMOMETER SPA REPLACEMENT, LETRO INLIN	220	43800	2200		003	\$273.95	\$273.95
HORIZON COMMERCIAL POOL SUPPLY	REPAIRS TO WHIRLPOOL FILTER	220	43800	3810		007	\$1,373.70	\$1,373.70
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTIONS PAYDATE: 09-30-16	101	21750				\$5,023.27	\$5,023.27
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS PAYDATE: 09-30-16	101	20430				\$890.00	\$890.00
JEFF SMITH LLC	TAE KWON DO FALL A PAYMENT	225	43530	3190			\$1,773.20	\$1,773.20
JEWELL, TED W.	SOFTBALL UMPIRE SEPT 8,13,20	225	43510	3190		001	\$144.00	\$144.00
KANSAS STATE BANK-GOVT FINANCE	CONTRACT LEASE PAYMENT/OCTOBER 2016	220	43800	3960	004		\$1,320.00	\$1,320.00
KINDERMAN, SCOTT	SOFTBALL UMPIRE SEPT 13 & 20	225	43510	3190		001	\$96.00	\$96.00
LAKES MARKETING GROUP	TC CLIPPER APRIL MEMBERSHIP AD	220	43800	2201			\$485.00	\$485.00
LENTSCH, ROSEMARY C	REFUND CLOSING OVRPYMT-250 DAWN AVE	601	36190			003	\$39.64	\$39.64
MADISON NATIONAL LIFE	LONG TERM DISABILITY: OCT 2016	101	20412				\$1,919.77	\$1,919.77
MALIKOWSKI, RODNEY P.	SOFTBALL UMPIRE SEPT 8	225	43510	3190		001	\$48.00	\$48.00
MATHIESEN, OLE H	REFUND CLOSING OVRPYMT-5084 LEXINGTON AV	601	36190			003	\$10.62	\$10.62
MENARDS CASHWAY LUMBER *MAPLEW	POST HOLE DIGGER HANDLES	701	46500	2400		002	\$19.94	\$19.94
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE: 09-30-16	101	20435				\$29.87	\$29.87
MINTERWEISMAN CO DBA CORE-MARK	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$198.51	\$198.51
NCPERS MINNESOTA	PERA LIFE INSURANCE: OCT 2016	101	20413				\$192.00	\$192.00
ON CALL SERVICES INC	REPAIRS TO INDOOR PLAYGROUND	220	43800	3810		006	\$385.00	\$385.00
OTIS, JOSIAH	SOCCER REF SEPT 24 & OCT 1	225	43510	3190		007	\$100.00	\$100.00
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS: 09-30-16	101	21740				\$30,487.55	\$30,487.55
Q3 CONTRACTING	STREET LT RESTORATION PROJECT 16-01	578	47000	5900			\$387.62	\$387.62
Q3 CONTRACTING	STREET LT RESTORATION 1 PROJECT 16-03	604	42600	5300			\$1,125.96	\$1,125.96
Q3 CONTRACTING	STREET LT CONC REPAIR PROJECT 16-01	604	42600	5300			\$420.00	\$420.00
Q3 CONTRACTING	STREET LT ASPHALT REPAIR ROJECT 16-03	604	42600	5300			\$468.00	\$468.00
QUALITY FLOW SYSTEMS INC	PROFILE GASKETS	602	45550	2282		001	\$426.88	\$426.88
QUICK, JANE	REFUND CLOSING OVRPYMT-849 MARTHA LK CT	601	36190			003	\$51.02	\$51.02
RASCH, JAMES	REFUND CLOSING OVRPYMT-1730 HILLVIEW RD	601	36190			003	\$75.00	\$75.00
RENOVO PROPERTIES	REFUND CLOSING OVRPYMT-4404 GALTIER ST	601	36190			003	\$10.27	\$10.27
REPUBLIC SERVICES INC #899	GARBAGE AND RECYCLING AT SLICE	270	40250	3950		007	\$608.93	\$608.93
RICOH USA INC.	RICOH 821DN PRINTER/FUSING UNIT	101	40550	3860		004	\$412.00	\$412.00
ROYAL TEXTILE MANUFACTURING	UNIFORM SHIRTS	101	43710	3970			\$294.76	
SHORT ELLIOTT HENDRICKSON, INC	SHOREVIEW ANTENNA PROJECTS	601	22015				\$3,476.69	\$3,476.69
SUPPLYWORKS	PRESCHOOL PAPER TOWELS	225	43555	2170			\$72.18	\$72.18
TIVOLITOO, INC	REPAIRS TO POOL FLOATABLE	220	43800	3890			\$2,800.00	\$2,800.00
TIVOLITOO, INC	LILY PAD WITH TURTLE FULL REPAIR	220	43800	2200		004	\$420.00	\$420.00
TIVOLITOO, INC	GLASS BOTTOM BOAT FULL REPAIR UBOLT REP.	405	43800	5300			\$2,250.00	\$2,250.00
TIVOLITOO, INC	GLASS BOTTOM BOAT STRUCTURAL REPAIR	405	43800	5300			\$300.00	\$300.00
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX: 09-30-16	101	21710				\$24,850.53	\$59,801.55
		101	21730				\$28,321.46	
		101	21735				\$6,629.56	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$732.09	
XCEL ENERGY	PARKS: ELECTRIC/GAS	101	43710	3610			\$1,172.02	\$1,403.02
		101	43710	2140			\$231.00	

Total of all invoices: \$149,906.47

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Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt .
MIDWEST CIVIL CONSTRUCTORS, LLC	PAYMENT #5, CP 16-01, 16-02 & 16-07	578	47000	5900			\$320,848.27	\$329,809.59
		449	47000	5900			\$8,961.32	
							Total of all invoices:	\$329,809.59

## COUNCIL REPORT



Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
MN STATE PATROL, CMV SECTION	MN DOT INSPECTION DECALS FOR TRUCKS	701	46500	2220		003	\$44.00	\$44.00
Q3 CONTRACTING	STREET LIGHT INSTALL PROJECT 16-01	578	47000	5900			\$60,235.00	\$60,235.00
Q3 CONTRACTING	STREET LIGHT REPLACEMENT PROJECT 16-03	604	42600	5300			\$72,300.00	\$72,300.00
Total of all invoices:							\$132,579.00	=====

# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Vendor number	01775 1
Vendor name	ATIR ELECTRIC CORPORATION
Address	1550 91ST AVE NE SUITE 204 BLAINE MN 55449

Voucher	Date	Comment line on check	Invoice number	Account coding	Amount
59,044	09-27-16	CITY HALL LED RETROFIT PROJECT	16783 ✓	431 43800 3810	\$35,791.00 ✓
59,045	09-27-16	CITYHALL LED RETROFIT PROJECT	16784 ✓	431 43800 3810	\$1,638.00 ✓
Total:					\$37,429.00

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: (signature required) Gary Chapman	
Approved by: (signature required) Terry Schwerm	

# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	59,130
Vendor number	00374 1 2016
Vendor name	LAKE JOHANNA FIRE DEPT
Address	5545 LEXINGTON AVENUE N SHOREVIEW MN 55126

Date	Comment line on check	Invoice number	Amount
09-23-16	2016 GEN EQUIP - PORTABLE RADIO REPLACE	566	\$41,540.00

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

[ ] Purchase was made through the state's cooperative purchasing venture.

[ ] Purchase was made through another source. The state's cooperative purchasing venture was considered.

[X] Cooperative purchasing venture consideration requirement does not apply.

## Account Coding

## Amount

405 41200 3190	\$41,540.00

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: <u>Amy Truhlar</u> (signature required) Amy Truhlar	
Approved by: <u>Terry Schwerm</u> (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	58,935
Vendor number	20391 1
Vendor name	MASTERS PLUMBING HEATING & COOLING
Address	3446 STATE HWY 29 N ALEXANDRIA, MN 56308

Date	Comment line on check	Invoice number	Amount
09-25-16	WATER HEATER REPLACEMENT PROJECT	001	\$85,025.00

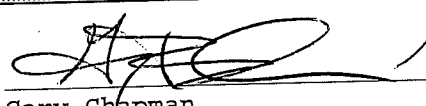

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☐ Purchase was made through the state's cooperative purchasing venture.

☒ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☐ Cooperative purchasing venture consideration requirement does not apply.

Account Coding	Amount
405 43800 3810	\$85,025.00

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by:  (signature required) Gary Chapman	
Approved by:  (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	



# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	59,159
Vendor number	01337 2 2016
Vendor name	RAMSEY COUNTY
Address	90 PLATO BLVD W. PO BOX 64097 ST. PAUL MN 55164-0097

Date	Comment line on check	Invoice number	Amount
10-06-16	LAW DNFORCEMENT SERVICES FOR OCTOBER	SHRFL-001536	\$172,554.80

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

[ ] Purchase was made through the state's cooperative purchasing venture.

[ ] Purchase was made through another source. The state's cooperative purchasing venture was considered.

[X] Cooperative purchasing venture consideration requirement does not apply.

## Account Coding

## Amount

101 41100 3190 001	\$172,554.80

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: <u>Amy Truhlar</u> (signature required) Amy Truhlar	
Approved by: <u>Terry Schwerm</u> (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	59,062
Vendor number	01775 1 2016
Vendor name	ATIR ELECTRIC CORPORATION ✓
Address	1550 91ST AVE NE SUITE 204 BLAINE MN 55449 ✓

Date	Comment line on check	Invoice number	Amount
09-27-16 ✓	POOL LED LIGHT PROJECT	16782 ✓	\$46,800.00 ✓

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☐ Purchase was made through the state's cooperative purchasing venture.

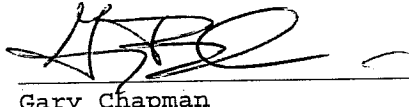

☒ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☐ Cooperative purchasing venture consideration requirement does not apply.

## Account Coding

## Amount

431 43800 3810	\$46,800.00

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by:  (signature required) Gary Chapman	
Approved by:  (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	ATIR \$ 46,800
Quote 2	WOLNEY ELECTRIC \$ 51,000
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	59,102
Vendor number	00416 1 2016
Vendor name	METROPOLITAN COUNCIL
Address	PO BOX 856513 MINNEAPOLIS MN 55485-6513

Date	Comment line on check	Invoice number	Amount
10-05-16	SEWER SERVICE-NOVEMBER 2016	1060077	\$149,121.81

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

[ ] Purchase was made through the state's cooperative purchasing venture.

[ ] Purchase was made through another source. The state's cooperative purchasing venture was considered.

[X] Cooperative purchasing venture consideration requirement does not apply.

Return to:

Account Coding

Amount

602 45550 3670

\$149,121.81

Is sales tax included on invoice?

Not Taxable

If no, amount subject to sales use tax \$

Reviewed by:

(signature required) Debbie Engblom

Approved by:

(signature required) Terry Schwerm

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000. If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	59,076
Vendor number	00459 1 2016
Vendor name	QUALITY FLOW SYSTEMS INC
Address	800 6TH STREET NW NEW PRAGUE MN 56071

Date	Comment line on check	Invoice number	Amount
09-30-16	BUCHER LIFT STATION EQUIPMENT CP15-13	32628	\$48,140.00

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Return to:

Account Coding

Amount

432 47000 5950	\$48,140.00

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: <u>T. Wale 10/4/16</u> (signature required) Tom Wesolowski	
Approved by: <u>T. Schwerm</u> (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	59,074
Vendor number	01901 1 2016
Vendor name	REPUBLIC SERVICES INC #899
Address	PO BOX 9001154 LOUISVILLE, KY 40290-1154

Date	Comment line on check	Invoice number	Amount
09-25-16	SEPTEMBER RECYCLING SERVICES	0899-002921566	\$30,286.48

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

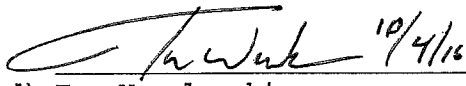
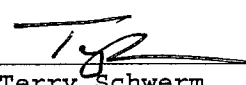
☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Return to:

Account Coding	Amount
210 42750 3190	\$30,286.48

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by:  10/4/16 (signature required) Tom Wesolowski	
Approved by:  (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	59,153	EMERGENCY WATERMAIN REPAIR ON VICTORIA S
Vendor number	01979 1	2016
Vendor name	VALLEY-RICH CO, INC ✓	
Address	147 JONATHAN BLVD N SUITE 4 CHASKA, MN 55318	

Date	Comment line on check	Invoice number	Amount
08-29-16 ✓	EMERGENCY WATERMAIN BREAK REPAIR VICTORI	23294 ✓	\$36,823.35 ✓

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

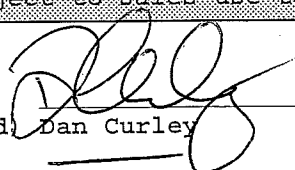
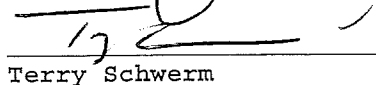
☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Return to:	
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Account Coding	Amount
601 45050 3190 004	\$36,823.35

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by:  (signature required) Dan Curley	
Approved by:  (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	58,975
Vendor number	00545 1 2016
Vendor name	PUBLIC EMPLOYEES RETIREMENT ASSOC.
Address	P.O. BOX 75608 ST. PAUL MN 55175-0608
EFT TRANSACTION - NO CHECK PRINTS	

Date	Comment line on check	Invoice number	Amount
09-30-16	EMPL/EMPLOYER CONTRIBUTIONS: 09-30-16	09-30-16	\$30,487.55 ✓

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Return to: \_\_\_\_\_

Account Coding	Amount
101 21740	\$30,487.55

SEE PERMANENT  
PAYROLL RECORDS

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$

Reviewed by: K. Harvey  
(signature required) Kathy Harvey

Approved by: T. Schwerm  
(signature required) Terry Schwerm

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	58,973
Vendor number	01446 1 2016
Vendor name	TREASURY, DEPARTMENT OF
Address	INTERNAL REVENUE SVC - EFT/NO CHECK EFTPS ENROLLMENT PROCESSING P.O. BOX 4210 IOWA CITY IA 52244

Date	Comment line on check	Invoice number	Amount
09-30-16	FEDERAL WITHHOLDING TAX: 09-30-16	10-05-16	\$59,801.55

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

[ ] Purchase was made through the state's cooperative purchasing venture.

[ ] Purchase was made through another source. The state's cooperative purchasing venture was considered.

[X] Cooperative purchasing venture consideration requirement does not apply.

Return to:

Account Coding Amount

101 21710	\$24,850.53
101 21730	\$28,321.46
101 21735	\$6,629.56

SEE PERMANENT  
PAYROLL RECORDS

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: (signature required) Kathy Harvey	
Approved by: (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	



## PROPOSED MOTION

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

to approve Resolution No. 16-98 reducing the following escrows:

Development Cash Deposits for the following properties in the amounts listed:

707 Brigadoon Dr	Whitley Construction LLC	\$ 500.00
3350 Owasso Heights Rd	Jon Rice/D & D Contractors	\$ 500.00
250 Grand Ave	Zawadski Homes	\$ 3,000.00
258 Grand Ave	Zawadski Homes	\$ 3,000.00
771 Larson Ln	Karin Hamerston/Freidmann	\$ 1,000.00

ROLL CALL:   AYES\_\_\_\_\_NAYS\_\_\_\_\_

JOHNSON

QUIGLEY

SPRINGHORN

WICKSTROM

MARTIN

REGULAR COUNCIL MEETING  
OCTOBER 17, 2016

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: THOMAS L. HAMMITT  
SENIOR ENGINEERING TECHNICIAN

DATE: OCTOBER 13, 2016

SUBJECT: DEVELOPER ESCROW REDUCTIONS

### INTRODUCTION

The following escrow reductions have been prepared and are presented to the City Council for approval.

### BACKGROUND

The property owners/builders listed below have completed all or portions of the erosion control and turf establishment, landscaping or other construction in the right of way as required in the development contracts or building permits.

707 Brigadoon Dr	Erosion control completed
3350 Owasso Heights Rd	Erosion control completed
250 Grand Ave	Erosion and Grading cert completed
258 Grand Ave	Erosion and Grading cert completed
771 Larson Ln	Erosion control completed

### RECOMMENDATION

It is recommended that the City Council approve releasing all or portions of the escrows for the following properties in the amounts listed below:

707 Brigadoon Dr	Whitley Construction LLC	\$	500.00
3350 Owasso Heights Rd	Jon Rice/D & D Contractors	\$	500.00
250 Grand Ave	Zawadski Homes	\$	3,000.00
258 Grand Ave	Zawadski Homes	\$	3,000.00
771 Larson Ln	Karin Hamerston/Freidmann	\$	1,000.00

**\*PROPOSED\***

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

**HELD OCTOBER 17, 2016**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on October 17, 2016 at 7:00 p.m. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

**RESOLUTION NO. 16-98**

**RESOLUTION ORDERING ESCROW REDUCTIONS  
AT VARIOUS LOCATIONS IN THE CITY**

WHEREAS, various builders and developers have submitted cash escrows for erosion control, grading certificates, landscaping and other improvements, and

WHEREAS, City staff have reviewed the sites and developments and is recommending the escrows be returned.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Shoreview, Minnesota, as follows:

The Shoreview Finance Department is authorized to reduce the cash deposit in the amounts listed below:

707 Brigadoon Dr	Whitley Construction LLC	\$	500.00
3350 Owasso Heights Rd	Jon Rice/D & D Contractors	\$	500.00
250 Grand Ave	Zawadski Homes	\$	3,000.00
258 Grand Ave	Zawadski Homes	\$	3,000.00
771 Larson Ln	Karin Hamerston/Freidmann	\$	1,000.00

The motion for the adoption of the foregoing resolution was duly seconded by Member and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 17<sup>th</sup> day of October, 2016.

STATE OF MINNESOTA )  
COUNTY OF RAMSEY )  
CITY OF SHOREVIEW )

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 17<sup>th</sup> day of October, 2016 with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates reducing various escrows.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 18<sup>th</sup> day of October, 2016.

Terry C. Schwerm  
City Manager

SEAL

PROPOSED RESOLUTION

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

to adopt Resolution No.16-94 approving Change Order No. 1 in the amount of \$25,027.90 for Well 6 Raw Water Pipeline, City Project 16-06.

ROLL CALL:	AYES	NAYS
JOHNSON	_____	_____
QUIGLEY	_____	_____
SPRINGHORN	_____	_____
WICKSTROM	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING  
OCTOBER 17, 2016

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: TOM WESOLOWSKI - CITY ENGINEER

DATE: OCTOBER 12, 2016

SUBJECT: WELL 6 RAW WATER PIPELINE,  
CITY PROJECT 16-06, CHANGE ORDER NO. 1

### INTRODUCTION

The attached Change Order No.1 has been prepared by Advanced Engineering (AE2S), the City's Consultant for the project, reviewed by staff, and must be approved by the City Council in order to modify the contract.

### BACKGROUND

On March 21, 2016, the City Council awarded a contract to GM Contracting, Inc. in the amount of \$432,270.95 for the Well 6 Raw Water Pipeline, City Project No. 16-06, and authorized the Mayor and City Manager to sign said contract.

### DISCUSSION

Change Order No. 1 has been prepared in order to address certain additions to the original contract, which are described below:

1. 1-inch pre-lube water service line - \$6,600.52 – The pump at well 6 requires a water service connection that pre-lubes the pump before it starts. The existing pre-lube line would not work with the new piping configuration created by the installation of the raw water pipeline and a new pre-line had to be installed.
2. Addition Sod - \$12,852.00 – Due to the location of the boring pits that are required to install the pipeline, larger areas that required restoration with sod were disturbed than estimated in the original contract.
3. Hydrant Covers - \$5,575.38 – Three (3) air relief hydrants were installed at high points of the pipeline. Due to the location of the hydrants, it was determine lockable covers should be installed over the hydrants to provide protection and safety.

Change Order No. 1 totals \$25,027.90 and will be funded from the Water Fund.

### RECOMMENDATION

It is recommended that Council adopt the attached proposed resolution approving Change Order No.1 for the Well 6 Raw Water Pipeline, City Project 16-06.

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

**HELD OCTOBER 17, 2016**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on October 17, 2016, at 7:00 pm. The following members were present:

;

and the following members were absent:

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 16-94  
APPROVING CHANGE ORDER NO.1  
WELL 6 RAW WATER PIPELINE  
CITY PROJECT 16-06

WHEREAS, On March 21, 2016, the City Council awarded a contract to GM Contracting Inc. for the Well 6 Raw Water Pipeline, City Project 16-06, and authorized the Mayor and City Manager to sign said contract, and

WHEREAS, the original contract amount is \$432,270.95, and

WHEREAS, Change Order No. 1, in the amount of \$25,027.90 has been prepared in order to address certain changes or modifications to the original contract, and

WHEREAS, said changes and modifications to the project will increase the contract amount to \$457,298.85, and

WHEREAS, the Director of Public Works has recommended approval of proposed Change Order No. 1.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Shoreview, Minnesota:

1. That Change Order No. 1, in the amount of \$25,027.90, resulting in a revised contract amount of \$457,298.85 is hereby approved, and
2. That Change Order No. 1 will be funded from the Water Fund.

The motion for the adoption of the foregoing resolution was duly seconded by Member , and upon vote being taken thereon, the following voted in favor thereof ; and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 17<sup>th</sup> day of October 2016.

STATE OF MINNESOTA   )  
  )  
COUNTY OF RAMSEY   )  
  )  
CITY OF SHOREVIEW    )

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 17<sup>th</sup> day of October 2016, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to the approval of Change Order No. 1, for Well 6 Raw Water Pipeline, City Project 16-06.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 18<sup>th</sup> day of October, 2016.

SEAL

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Terry C. Schwerm  
City Manager



# Change Order

No. 1

Date of Issuance: October 3, 2016

Effective Date: October 3, 2016

Project: Well No. 6 Raw Water Main	Owner: City of Shoreview	Owner's Contract No.: 16-06
Contract: Contract No.1 Lift Stations 5 & 6 Rehabilitation & Force Main	Date of Contract: March 21, 2016	
Contractor: GM Contracting, Inc.	Engineer's Project No.: P05480-2007-000	

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

1 Inch prelube water service line. (LS) \$6,600.52

Sod 1071 sy at \$12/sy - \$12,852

3 Hydrant covers (3 X \$1,858.46 ea.) = \$5,575.38

Attachments:

## CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$ 432,270.95

[Increase] [Decrease] from previously approved Change Orders No. 0 to No. 0 :

\$ 0

Contract Price prior to this Change Order:

\$ 432,270.95

Increase of this Change Order:

\$ 25,027.90

Contract Price Incorporating this Change Order:

\$ 457,298.85

## CHANGE IN CONTRACT TIMES:

Original Contract Times: ☐ Working days ☒ Calendar days

Substantial completion (days or date): June 15, 2016

Ready for final payment (days or date): July 15, 2016

[Increase] [Decrease] from previously approved Change Orders No. 0 to No. 0 :

Substantial completion (days): 0

Ready for final payment (days): 0

Contract Times prior to this Change Order:

Substantial completion (days or date): June 15, 2016

Ready for final payment (days or date): July 15, 2016

[Increase] [Decrease] of this Change Order:

Substantial completion (days or date): 0

Ready for final payment (days or date): 0

Contract Times with all approved Change Orders:

Substantial completion (days or date): June 15, 2016

Ready for final payment (days or date): July 15, 2016

RECOMMENDED:

By: Nancy D. Zeigler  
Engineer (Authorized Signature)

Date: 10/4/16

Approved by Funding Agency (if applicable):

ACCEPTED:

By: \_\_\_\_\_  
Owner (Authorized Signature)

Date: \_\_\_\_\_

N/A

ACCEPTED:

By: MT ML  
Contractor (Authorized Signature)

Date: 10/4/16

Date: \_\_\_\_\_

# Change Order

## Instructions

---

### A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directive must be incorporated into a subsequent Change Order if they affect Price or Times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating Change Orders to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed in the Agreement, any effect of a Change Order thereon should be addressed.

For supplemental instructions and minor changes not involving a change in the Contract Price or Contract Times, a Field Order should be used.

### B. COMPLETING THE CHANGE ORDER FORM

Engineer normally initiates the form, including a description of the changes involved and attachments based upon documents and proposals submitted by Contractor, or requests from Owner, or both.

Once Engineer has completed and signed the form, all copies should be sent to Owner or Contractor for approval, depending on whether the Change Order is a true order to the Contractor or the formalization of a negotiated agreement for a previously performed change. After approval by one contracting party, all copies should be sent to the other party for approval. Engineer should make distribution of executed copies after approval by both parties.

If a change only applies to price or to times, cross out the part of the tabulation that does not apply.

PROPOSED MOTION

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

To adopt resolution No. 16-95 approving the 2017 curb-side recycling budget, City recycling fee, and authorizing request of SCORE funding allocation.

ROLL CALL:	AYES	NAYS
JOHNSON	_____	_____
QUIGLEY	_____	_____
SPRINGHORN	_____	_____
WICKSTROM	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING  
OCTOBER 17, 2016

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: TOM WESOLOWSKI - CITY ENGINEER

DATE: OCTOBER 13, 2016

SUBJECT: CITY RECYCLING BUDGET, FEE, AND SCORE GRANT APPROVAL

## **INTRODUCTION**

In accordance with the Joint Powers Agreement between the City of Shoreview and Ramsey County, it is necessary to prepare the annual curbside recycling budget and submit it to the County in early December, 2016. The budget is necessary for determining the City recycling fee, which will be included as part of the 2017 Ramsey County Property Tax statements.

In addition to approving the budget and establishing the City recycling fee, the application for SCORE grant allocations must be completed and approved by October 31, 2016. SCORE grant monies are used in conjunction with City recycling fee revenues to fund the City's recycling program. A copy of the SCORE grant application is attached at the end of this report.

## **BACKGROUND**

Pursuant to Minnesota Statutes, Sections 473.811 and 400.08, the County has authority to collect charges for solid waste management services. Beginning in 1988, municipalities entered into an agreement with the County for the collection of monies to fund residential curbside recycling programs. A Joint Powers Agreement with the Ramsey County Department of Public Health provides the City access to the County's Waste Management Service charge, which is the primary source of funding for the City's curbside recycling program.

The following procedures are followed under the Joint Powers Agreement:

1. The City determines the residential count for single family, condominium, and apartment units, and provides the information to the Ramsey County Department of Property Taxation.
2. The City then determines its curbside recycling budget, calculates the per parcel charge, and reports the charge to the Department of Property Taxation.
3. Ramsey County places the charge on the property tax statements mailed to property owners. Funds are collected and distributed to the City on tax settlement dates.

## **BUDGET CONSIDERATIONS**

The recycling budget for 2017 is proposed in the amount of \$583,067. Expenses associated with the recycling budget include contractual fees for curb side recycling, spring and fall cleanup events, and City staff time. Important points of consideration within the overall budget proposal are:

- Reflects SCORE grant allocation of funds in the amount of \$62,469, which is used in conjunction with the recycling fee to fund the recycling program.
- Anticipates continuation of the spring and fall community cleanup day events held in cooperation with the City of Arden Hills.
- Ensures continuation of the single-sort curbside recycling opportunities for all community residents.

The proposed 2017 recycling fee will not be increased and remain at the 2016 rate of \$47.00. The City has been slowly increasing the fund balance in the recycling fund so that it has sufficient coverage until revenues are received. Fund equity at this time is sufficient for cash flow purposes and the proposed rate will provide the revenue needed to cover any potential increases from the City's recycling contractor. The City's recycling contractor is allowed to raise the household rate charge each year by the annual Consumer Price Index (CPI) for the "Midwest Urban" region or 3%, whichever is lower.

The City recycling program extends beyond the well known curbside pickup and clean up days. In partnership with Ramsey County, the City's Recycling program offers many different benefits to residents and businesses, which also includes yard waste collection sites, direct customer service call line, event recycling containers, organics recycling drop off, Fix-It Clinics, education and outreach materials, and business recycling. In addition, residents often have the option to choose from three recycling container sizes (35-gallon, 64-gallon or 96-gallon). All single-family units were originally delivered a 64-gallon cart and townhome units were each delivered a 35-gallon cart.

## **RECOMMENDATION**

Based on the forgoing information, it is recommended that the City Council approve the proposed 2017 curbside recycling budget in the amount of \$583,067 and a recycling fee of \$47.00 that will be collected on 2017 residential property tax statements as per the Joint Powers Agreement between the City and Ramsey County.

It is further recommended that the City Council approve the SCORE grant application requesting the allocation of \$62,469 to be used in conjunction with the City recycling fee for program funding.



Recycling Fund	2013 Actual	2014 Actual	2015 Actual	2016 Estimate	2017 Budget	2018 Budget	2019 Projected	2020 Projected	2021 Projected
<b>Revenue</b>									
Intergovernmental									
SCORE Grant	\$ 51,827	\$ 51,930	\$ 66,350	\$ 62,469	\$ 62,500	\$ 56,000	\$ 56,000	\$ 57,000	\$ 57,000
Other Local Governments	16,383	15,598	17,563	15,000	15,000	13,500	13,500	14,000	14,000
Charges for Services									
Recycling Charges	460,222	494,099	509,500	525,000	527,000	547,000	559,000	570,000	581,000
Cleanup Day Charges	15,494	7,301	11,195	13,500	13,500	11,500	12,500	12,500	12,500
Interest Earnings	(3,790)	7,185	2,766	-	-	-	-	-	-
Total Revenue	540,136	576,113	607,374	615,969	618,000	628,000	641,000	653,500	664,500
<b>Expense</b>									
Public Works									
Personal Services	26,366	22,128	19,665	39,641	41,217	44,548	47,601	49,488	50,895
Supplies	681	6,177	172	1,500	1,500	1,500	1,500	1,500	1,500
Contractual Services	470,288	486,137	501,429	525,320	540,350	557,140	573,570	590,230	606,970
Total Expense	497,335	514,442	521,266	566,461	583,067	603,188	622,671	641,218	659,365
Net Change	42,801	61,671	86,108	49,508	34,933	24,812	18,329	12,282	5,135
Fund Equity, beginning	162,182	204,983	266,654	352,762	402,270	437,203	462,015	480,344	492,626
Fund Equity, ending	\$ 204,983	\$ 266,654	\$ 352,762	\$ 402,270	\$ 437,203	\$ 462,015	\$ 480,344	\$ 492,626	\$ 497,761
Fund equity percent of expense	39.8%	51.2%	62.3%	69.0%	72.5%	74.2%	74.9%	74.7%	
Months of operating coverage	4.8	6.1	7.5	8.3	8.7	8.9	9.0	9.0	
Expense percent change	4.7%	3.4%	1.3%	8.7%	2.9%	3.5%	3.2%	3.0%	2.8%
Average annual percent change				4.5%					3.1%
Annual charge per parcel/unit	\$ 42.00	\$ 45.00	\$ 46.00	\$ 47.00	\$ 47.00	\$ 49.00	\$ 50.00	\$ 51.00	\$ 52.00
Change in rate-dollars	\$ 2.00	\$ 3.00	\$ 1.00	\$ 1.00	\$ -	\$ 2.00	\$ 1.00	\$ 1.00	\$ 1.00
Change in rate-percent	5.0%	7.1%	2.2%	2.2%	0.0%	4.3%	2.0%	2.0%	2.0%
Average annual percent change				4.1%					2.1%
Cost per collection	\$ 1.62	\$ 1.73	\$ 1.77	\$ 1.81	\$ 1.81	\$ 1.88	\$ 1.92	\$ 1.96	\$ 2.00
Participation rate	84.0%	81.0%	0.0%						
Tons recycled	3,242	2,762	-						
Number of units	10,967	10,967	11,090	11,174	11,227	11,227	11,227	11,227	11,227

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA  
HELD OCTOBER 17, 2016**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on October 17, at 7:00 p.m. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 16-95

APPROVING 2017 CURB-SIDE RECYCLING BUDGET,  
CITY RECYCLING FEE  
AND  
AUTHORIZE REQUEST OF SCORE FUNDING ALLOCATION

WHEREAS, the City of Shoreview has an established curb-side recycling program, City Staff has prepared a proposed budget for the 2017 curb-side recycling program, and has presented the proposed budget to the City Council for approval, and

WHEREAS, City staff has completed the 2017 SCORE Funding Grant Application.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SHOREVIEW, MINNESOTA, THAT:

1. The 2017 curb-side recycling budget is hereby approved, indicating estimated revenues of \$618,000 and estimated expenses of \$583,067.
2. Revenue required to finance the curb -side recycling program be collected through the previously approved Joint Powers Agreement with Ramsey County to include a City Recycling Fee of \$47.00 on the 2017 residential property tax statement.
3. City staff is authorized to request the SCORE funding allocation from Ramsey County.

The motion for the adoption of the foregoing resolution was duly seconded by Member and upon vote being taken thereon, the following voted in favor thereof: ;

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 17<sup>th</sup> day of October, 2017.

STATE OF MINNESOTA    )  
                                  )  
COUNTY OF RAMSEY    )  
                                  )  
CITY OF SHOREVIEW     )

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 17<sup>th</sup> day of October 2016, with the original thereof on file in my office and the same is a full, true and complete transcript there from insofar as the same relates to approving the 2017 curb-side recycling budget and fee and authorize request of SCORE funding allocation.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 18<sup>th</sup> day of October.

---

Terry Schwerm  
City Manager

SEAL



PROPOSED RESOLUTION

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

to adopt Resolution No.16-96 approving Change Order No. 4 in the amount of \$63,502.43 for Water System Improvements – Water Treatment Plant, City Project 14-02.

ROLL CALL:	AYES	NAYS
JOHNSON	_____	_____
QUIGLEY	_____	_____
SPRINGHORN	_____	_____
WICKSTROM	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING  
OCTOBER 17, 2016

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: TOM WESOLOWSKI - CITY ENGINEER

DATE: OCTOBER 13, 2016

SUBJECT: WATER SYSTEM IMPROVEMENTS – WATER TREATMENT PLANT,  
CITY PROJECT 14-02, CHANGE ORDER NO. 4

### INTRODUCTION

The attached Change Order No. 4 has been prepared by Advanced Engineering, the City's Consultant for the project, reviewed by staff, and must be approved by the City Council in order to modify the contract.

### BACKGROUND

On June 1, 2015, the City Council awarded a contract to Municipal Builders Inc. in the amount of 9,920,000.00 for Water System Improvements – Water Treatment Plant, City Project No. 14-02, and authorized the Mayor and City Manager to sign said contract. On September 21, 2015, Change Order No. 1, in the amount of \$82,874.59 was approved by the City Council for a revised contract amount of \$10,002,874.59. On January 19, 2016, Change Order No. 2 in the amount of \$145,824.23 was approved by the City Council for a revised contract amount of \$10,148,698.82. On May 16, 2016, Change Order No. 3 in the amount of \$63,805.58 was approved by the City Council for a revised contract amount of \$10,212,504.39. Change Order No. 4 has been prepared to address certain changes, additions, or revisions to the contract.

### DISCUSSION

A number of items in different categories were added to the contract and a detailed list of the items is included on the attached Change Order No. 4. A summary of and reasons for the required changes are listed below:

1. Site Changes - \$34,129.63 – Additional landscape rock was installed along the west side of the ice arena and in additional areas around the water treatment plant to address erosion issues and reduce maintenance. Additional concrete curb was installed on the east end of the site to improve drainage and management of stormwater. The concrete permeable pavers installed by the front of the building were sealed as recommended by the supplier. Due to modifications in the layout of the site additional fencing is required. To maintain the grass and landscaping located on the site an irrigation system was installed and piping modifications were required inside the plant to supply water to the system.
2. Architectural Modifications - \$3,885.00 - The installation of aluminum flashing is required around the windows and door frame in the blower room and around the two roof hatch openings to protect the interface between the opening and the adjacent wall or roof covering.

3. Electrical Modifications - \$22,604.35 – Miscellaneous electrical modifications were required for items not included in the original contract. The two biggest items include modifications of the electrical service at the adjacent cell tower site to accommodate site grading and the installation of new fiber optic routing in the maintenance building.
4. Mechanical Modifications - \$2,883.45 –To address confined space entry concerns an exhaust fan is required to provide fresh air to a below grade area where piping and pumps are located.

The amount of the change order is within the contingency allowance for the project and will not increase the overall project cost that was budgeted for the project

#### RECOMMENDATION

It is recommended that Council adopt the attached proposed resolution approving Change Order No.4 for Water System Improvements – Water Treatment Plant, City Project 14-02.

# CHANGE ORDER

No. 4

DATE OF ISSUANCE October 13, 2016 EFFECTIVE DATE October 13, 2016

OWNER City of Shoreview

CONTRACTOR Municipal Builders Inc., Andover, Minnesota

Contract: Contract No. 1 – Shoreview Water Treatment Plant

Project: Shoreview Water Treatment Plant

OWNER's Contract No. 14-02 ENGINEER's Contract No. P05480-2007-000

ENGINEER Advanced Engineering and Environmental Services, Inc. (AE2S)

**Description:**

This change order includes the following items:

1. Site Changes \$34,129.63:
  - 1-3/4" Buff Limestone Landscape Rock = \$5,040.17 (*Optional*)
  - 3" Buff Limestone Landscape Rock = \$7,966.55 (*Optional*)
  - Pave Drain Sealer = \$1,781.06 (*Optional*)
  - Extra Curb = \$11,370 (*Optional*)
  - Fence Modifications = \$6,116.25 (*Optional*)
  - Irrigation Connection = \$1,855.60 (*Optional*)
2. Architectural Modifications \$3,885:
  - Hatch Flashing = \$3,885 (*Optional*)
3. Electrical Modifications \$22,604.35:
  - EIM (Fire Alarm) = \$ 874.65 (*Required*)
  - EIM (water sales cla-val) = \$1,660.93 (*Required*)
  - EIM (Well #2 Flow Meter wire and conduit) = \$1,863.75 (*Required*)
  - EIM ( Well #2 potting gel) = \$362.81 (*Required*)
  - EIM (Fiber Loop) = \$7,993.37 (*Optional*)
  - EIM (cell tower, ok'd by TW, no fee) = \$9,848.84(*Optional*)
4. Mechanical Modifications \$2,883.45:
  - Exhaust fan to lower level = \$2,883.45 (*Optional*)

**Summary:**

***Required items = \$4,762.14***

***Optional items = \$58,740.29***

See attached detail for individual descriptions

**Reason for Change Order:**

This change order is a result of:

1. Additional Site stabilization modifications and access modifications
2. Miscellaneous architectural finish items
3. Miscellaneous electrical items
4. Miscellaneous mechanical items
- 5.

**Attachments: (List documents supporting change)**

1. Cost proposals from Municipal Builders
  - a. Proposal dated October 13, 2016

CHANGE IN CONTRACT PRICE:
Original Contract Price \$ <u>9,920,000.00</u>
Net Increase (Decrease) from previous Change Orders No. <u>1</u> to <u>3</u> : \$ <u>292,504.4</u>
Contract Price prior to this Change Order: \$ <u>10,212,504.40</u>
Net increase (decrease) of this Change Order: \$ <u>63,502.43</u>
Contract Price with all approved Change Orders: \$ <u>10,276,006.83</u>

CHANGE IN CONTRACT TIMES:
Original Contract Times: (days or dates) WTP Substantial Completion: <u>December 1, 2016</u> Final Completion <u>March 1, 2017</u>
Net change from previous Change Orders No. <u>1</u> to No. <u>3</u> : (days) WTP Substantial Completion: <u>0</u> Final Completion <u>0</u>
Contract Times prior to this Change Order: (days or dates) WTP Substantial Completion: <u>December 1, 2016</u> Final Completion <u>March 1, 2017</u>
Net increase (decrease) this Change Order: (days) WTP Substantial Completion: <u>0</u> Final Completion <u>0</u>
Contract Times with all approved Change Orders: (days or dates) WTP Substantial Completion: <u>December 1, 2016</u> Final Completion <u>March 1, 2017</u>

RECOMMENDED:

By: \_\_\_\_\_  
ENGINEER (Authorized Signature)

Date: \_\_\_\_\_

APPROVED:

By: \_\_\_\_\_  
OWNER (Authorized Signature)

Date: \_\_\_\_\_

ACCEPTED:

By: \_\_\_\_\_  
CONTRACTOR (Authorized Signature)

Date: \_\_\_\_\_

EJCDC 1910-8-B (1996 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America and the Construction Specifications Institute.

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

**HELD OCTOBER 17, 2016**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on October 17, 2016, at 7:00 pm. The following members were present:

;  
and the following members were absent:

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 16-96  
APPROVING CHANGE ORDER NO. 4  
WATER SYSTEM IMPROVEMENTS – WATER TREATMENT PLANT  
CITY PROJECT 14-02

WHEREAS, On June 1, 2015, the City Council awarded a contract to Municipal Builders Inc. for Water System Improvements – Water Treatment Plant, C.P. 14-02, and authorized the Mayor and City Manager to sign said contract, and

WHEREAS, the original contract amount was \$9,920,000.00, and

WHEREAS, Change Order No. 1, in the amount of \$86,174.59 was approved by the City Council on September 21, 2015, which increased the contract amount to \$10,002,874.59, and

WHEREAS, Change Order No. 2 in the amount of \$145,824.23 was approved by the City Council on January 19, 2016, which increased the contract amount to \$10,148,698.82, and

WHEREAS, Change Order No. 4 in the amount of \$63,805.58 was approved by the City Council on May 16, 2016, which increased the contract amount to \$10,212,504.39, and

WHEREAS, Change Order No. 4 in the amount of \$63,502.43 has been prepared to address certain changes, additions, or revisions to the contract, and

WHEREAS, said changes and modifications to the project will increase the contract amount to \$10,276,006.83, and

WHEREAS, the City Engineer has recommended approval of the proposed Change Order No. 4.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Shoreview, Minnesota:

1. That Change Order No. 4, in the amount of \$63,502.43, resulting in a revised contract amount of \$10,276,006.83 is hereby approved, and
2. That Change Order No. 4 will be funded from the Water Fund.

The motion for the adoption of the foregoing resolution was duly seconded by Member , and upon vote being taken thereon, the following voted in favor thereof: ; and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 17<sup>th</sup> day of October 2016.

STATE OF MINNESOTA   )  
  )  
COUNTY OF RAMSEY   )  
  )  
CITY OF SHOREVIEW    )

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 17<sup>th</sup> day of October 2016, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to the approval of Change Order No. 4, for Water System Improvements – Water Treatment Plant, C.P 14-02.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 18<sup>th</sup> day of October 2016.

SEAL

---

Terry C. Schwerm  
City Manager



**PROPOSED MOTION**

**TO DENY THE APPEAL AND  
UPHOLD THE PLANNING COMMISSION'S DECISION**

**MOVED BY COUNCILMEMBER** \_\_\_\_\_

**SECONDED BY COUNCILMEMBER** \_\_\_\_\_

To uphold the Planning Commission's decision approving a variance request to waive the key lot requirements for Lots 1-5, based on the findings listed in Resolution 16-79. This resolution also contains the conditions of approval.

**ROLL CALL:**      **AYES** \_\_\_\_      **NAYS** \_\_\_\_

Johnson	_____	_____
Quigley	_____	_____
Springhorn	_____	_____
Wickstrom	_____	_____
Martin	_____	_____

Regular City Council Meeting  
October 17, 2016



**TO:** Mayor, City Council, City Manager

**FROM:** Niki Hill, AICP, Economic Development and Planning Associate

**DATE:** October 13, 2016

**SUBJECT:** Appeal –Variance for Lots 1-5, 0 Gramsie Rd, Golden Valley Land Co.,  
File No. 2630-16-29

### **INTRODUCTION**

Golden Valley Land Co. submitted a preliminary plat (Major Subdivision), rezoning and variance applications to develop 15.57 acres of vacant land for single-family residential lots. The property consists of two parcels and is located north of Interstate 694, west of Victoria Street, south of Gramsie Rd., and to the east of the tower properties. It is currently zoned UND – Urban-Undeveloped. Access to the property is from Gramsie Rd.

Golden Valley Land Co. proposes to subdivide and develop the property into 7 lots for single-family detached homes and 1 outlot. This proposal requires the following approvals:

- 1) Rezoning – Rezone the seven single family lots proposed along Gramsie Road from UND, Urban Underdeveloped to R1-Detached Residential. The proposed outlot will remain UND.
- 2) Preliminary Plat – to divide the property for single-family residential use
- 3) Variance – To waive the key lot standards for Lots 1-5.

Five of the proposed lots – Lots 1-5 – are classified as Key Lots because their rear line abuts the side lot line of 808 Randy Avenue to the south. A variance has been requested to waive the Key Lot requirements pertaining to the required depth or width.

The Planning Commission reviewed these three applications at their August 30<sup>th</sup> and September 27<sup>th</sup>, 2016 meetings regarding the variance. They found that practical difficulty was present and adopted Resolution 16-79 waving the key lot requirements for Lots 1-5 and recommend approval of the rezoning and preliminary plat applications to the City Council.

### **APPEAL APPLICATION**

Dave and Mary O'Neill submitted an appeal of the Planning Commission's decision to approve the variance.

## **DEVELOPMENT ORDINANCE REQUIREMENTS**

### **Appeals**

Appeals to decisions of the Planning Commission must be made within 5 business days of the decision, and are heard by the City Council. The criteria for an appeal are based on the application's compliance or noncompliance with the Development Code. The Council can decide to table, grant, or deny an appeal by a majority vote.

The appeal alleges the Planning Commission erred in approving the request to grant a variance to waive the key lot requirements. The appeal statement and the applicant's variance statement are attached. A copy of the draft meeting minutes of the September 27<sup>th</sup> Planning Commission is also attached.

### **Key Lot Requirements**

The following are excerpts from the municipal code regarding variances.

#### **Definition:**

**Key Lot:** Any lot, the rear lot line of which abuts the side lot line of one or more adjoining lots or parcels, or any lot, the side lot line of which abuts the rear lot line of one or more adjoining lots or parcels.

#### **204.030 Subdivision Standards**

##### **(C) Lot Requirements**

(9) Key Lots. Key lots shall be discouraged. Where such lots must be used to fit a subdivision plan, such lots shall include at least 15 feet more depth or width than the required minimum lot depth or width of the district in which it is located.

(10) In the event that proposed parcel results in any adjacent development parcel meeting the definition of a Key or Butt Lot, the City reserves the right to require greater lot width or depth for the newly created parcel, and to increase the structure setback for the proposed subdivision.

#### **205.080 Residential Districts Overview**

##### **(D) Required Conditions**

###### **(1) Setbacks**

(f) Key lots created after the effective date of this ordinance, principal and accessory structures shall have a minimum setback of 20 feet from a side lot line when that side lot line abuts the rear lot line of an existing parcel, or a minimum 40 feet from a rear lot line when that rear lot line abuts the side lot line of an existing parcel.

## **Variance**

When considering a variance request, the Commission must determine whether the ordinance causes the property owner practical difficulty and find that granting the variance is in keeping with the spirit and intent of the Development Code and in harmony with the policies of the Comprehensive Plan. Practical difficulty is defined (Section 203.070 C.2) as:

- 1. Reasonable Manner. The property owner proposes to use the property in a reasonable manner not permitted by the Shoreview Development Regulations.*
- 2. Unique Circumstances. The plight of the property owner is due to circumstances unique to the property not created by the property owner.*
- 3. Character of Neighborhood. The variance, if granted, will not alter the essential character of the neighborhood.*

Affirmative findings for all of the review criteria are required in order to approve a variance.

## **PLANNING COMMISSION ACTION**

The Planning Commission considered the variance request at their August 30<sup>th</sup> and September 27<sup>th</sup> meetings and approved the variance with a 4 to 1 vote. The Commission listened to testimony regarding the width of the lots, neighborhood character, and concern about whether Lot 7 is buildable. The Commission approved the request based on the finding that practical difficulty is present and adopted the findings as referenced in the meeting minutes (attached) and included in Resolution 16-79.

Commissioners noted concerns with the buildability of Lot 7 due to the proximity of the wetland/pond area to the building pad but they did not find information from experts to provide a rationale for a wider buffer area.

## **APPEAL APPLICATION STATEMENT**

Dave and Mary O'Neill filed an appeal for the Planning Commission decision regarding the variances for the Key Lot. The O'Neills stated that the Planning Commission erred in granting a key lot variance to Lots 1-5 because the applicant failed to demonstrate a practical difficulty per section 203.070 of the Shoreview Municipal Code.

According to the appeal, the reasons that the Planning Commission erred include:

- Using the future development of the property to the south (808 Randy Ave) as a reason for granting the variance. It should be met under current conditions, not some possible future scenario.

- All houses on Gramsie have a wider right of way and it is an integral part of the character of the neighborhood with large front yards.
- Staff erred in the claim that ALL Districts with the same zoning ordinance have the same neighborhood character. Harbour Place has a different character than Evergreen Valley, which is distinct from Snail Lake.
- Gramsie neighborhood was built in the 1970s on 100 foot wide lots with big front yards and modest houses.
- Adding 7 homes more than doubles the existing homes and removes the natural open spaces which are full of wildlife.
- Squeezing tiny lots on Gramsie road will ABSOLUTELY change the character of the neighborhood.
- Key lot properties can be developed while fully complying with existing regulations set forth by Section 204.030, without a variance.

The full statement was submitted with the appeal application that was submitted on October 3<sup>rd</sup> and is attached.

## **VARIANCE REVIEW**

### ***Request to Waive Key Lot Requirements***

#### ***Applicant Statement***

Golden Valley Land Co. is requesting that the City waive the Key Lot requirement of 15' wider or deeper than the zoning district standards. The applicant states that when the property to the south develops, these five lots will abut the future rear lot lines, and will therefore not be classified as "key lots." Additionally the 80' right of way area of Gramsie Road is 20 feet wider than a standard 60 foot right of way seen on local streets in Shoreview. If they were to request a vacation of the 10 feet abutting the proposed subdivision, the lots would comply with the key lot requirement. Those two combined make this a unique circumstance.

#### ***Staff Review***

In their statement, the appellant's indicate that practical difficulty is not present because the three criteria have not been satisfied. Staff has reviewed the findings of the Planning Commission and concurs with their decision to approve the variance.

**Reasonable Manner** –The proposed use of the property for a single family home subdivision is reasonable. The property is zoned for Low Density Residential. This land use classification permits single-family residential uses and is consistent with the proposed R1 zoning district. The parcels meet the standard R1 Single Family Detached zoning regulations for lot size and width and the buildable area is sufficient for single family use.



In their statement, the appellant's expressed concern regarding the loss of open space and impact on wildlife. While the property is not guided for park, open space or natural use, the majority of land area will remain undeveloped, including that portion of the property that abuts Island Lake. The area proposed for development utilizes land area that has infrastructure readily available and is adjacent to developed property. Staff concurs with the Commission's finding that Golden Valley Land Co is proposing to use the property in a reasonable manner.

**Unique Circumstances** –The appellants state that unique circumstances are not present because the property can be subdivided in compliance with the code requirements. This can be achieved by increasing the lot widths to 90 feet which is more consistent with the neighborhood character. Staff concurs that the increased lot width can be met, however, when looking at the characteristics of this property and the adjoining property there are unique circumstances.

The development parcel is adjacent to a larger, residential lot to the south that has development potential. In Staff's opinion, this is a unique circumstance. The intent of the key lot requirements is to mitigate the development's impact on those residential lots that have side/rear lot lines which abut the proposed subdivision. The standards were developed to address concerns regarding the impact infill development has on established residential properties that do not have redevelopment or development potential. In this case, the adjoining property is 2.61 acres in size and developed with a home that is greater than 150' feet from the north lot line. This property has development potential and future development could change the lots from key lots to standard lots as the rear lot lines could abut the rear lot lines of Lots 1-5. Requiring additional width or depth would not reduce the development impact on this property. Further, the key lot standards also require a greater structure setbacks from the rear lot line and in staff's opinion will better mitigate any impact on this property.

Additionally, City Staff does agree with the applicant's argument that the right of way area is larger than on a standard City street. Gramsie Road was originally a County road which was given back to the City of Shoreview – which is why the width is 80 feet. Staff concurs that the right of way is larger than a standard city street. If a portion of this right-of-way was vacated, the proposed subdivision would meet the key lot requirement for depth.

**Character of the Neighborhood** – The appellants state that the variance will change the character of their neighborhood. The 100-foot lot width of the existing residential properties is larger than the 75-foot widths of the proposed lots. The imposition of the key lot requirements would result in 90-foot lot widths which are more consistent with the neighborhood. The reduction in lot width creates more parcels that are smaller than other nearby lots affecting the neighborhood character.

The Planning Commission concluded that approving the variance would not alter the essential character of the neighborhood. The proposed subdivision meets the minimum

lot requirements for a standard lot in the R1- Detached Residential District. This is the same zoning as the surrounding neighborhood so the character of the neighborhood would not be altered.

Staff concurs with the Commission. This criteria is reviewed only in the context of the lot width reduction, and not the style, type or value of the proposed homes. While the proposed lots are less than the standard found in this neighborhood, they will not result in a development pattern that will alter the character of the neighborhood.

### **PUBLIC COMMENT**

Property owners within 350 feet were notified of the appeal and the City Council meeting.

Notice of the Public Hearing was published in the City's legal newspapers prior to the September meeting. Notice was mailed to property owners within 350 feet of the property boundary. Eight comments were submitted in response to the notice preceding the meeting. The comments express concerns that include reduced lot width, environmental impact on nearby wetland and wildlife, increased traffic on Gramsie Road, interstate traffic noise, utilities, stormwater and altering the character of the neighborhood.

### **RECOMMENDATION**

The appeal has been reviewed by staff in accordance with the Development Code standards, and staff does not find that the Planning Commission erred in their action to approve the variance request. The Commission reviewed the application materials, the applicable provisions of the Development Code, took public comment, and was able to make affirmative findings necessary for the variance criteria.

Staff recommends the City Council uphold the decision of the Planning Commission to approve the variance request to waive the key lot requirements for Lots 1-5 based on the findings adopted in Resolution 16-79. This resolution also includes condition attached to the approval.

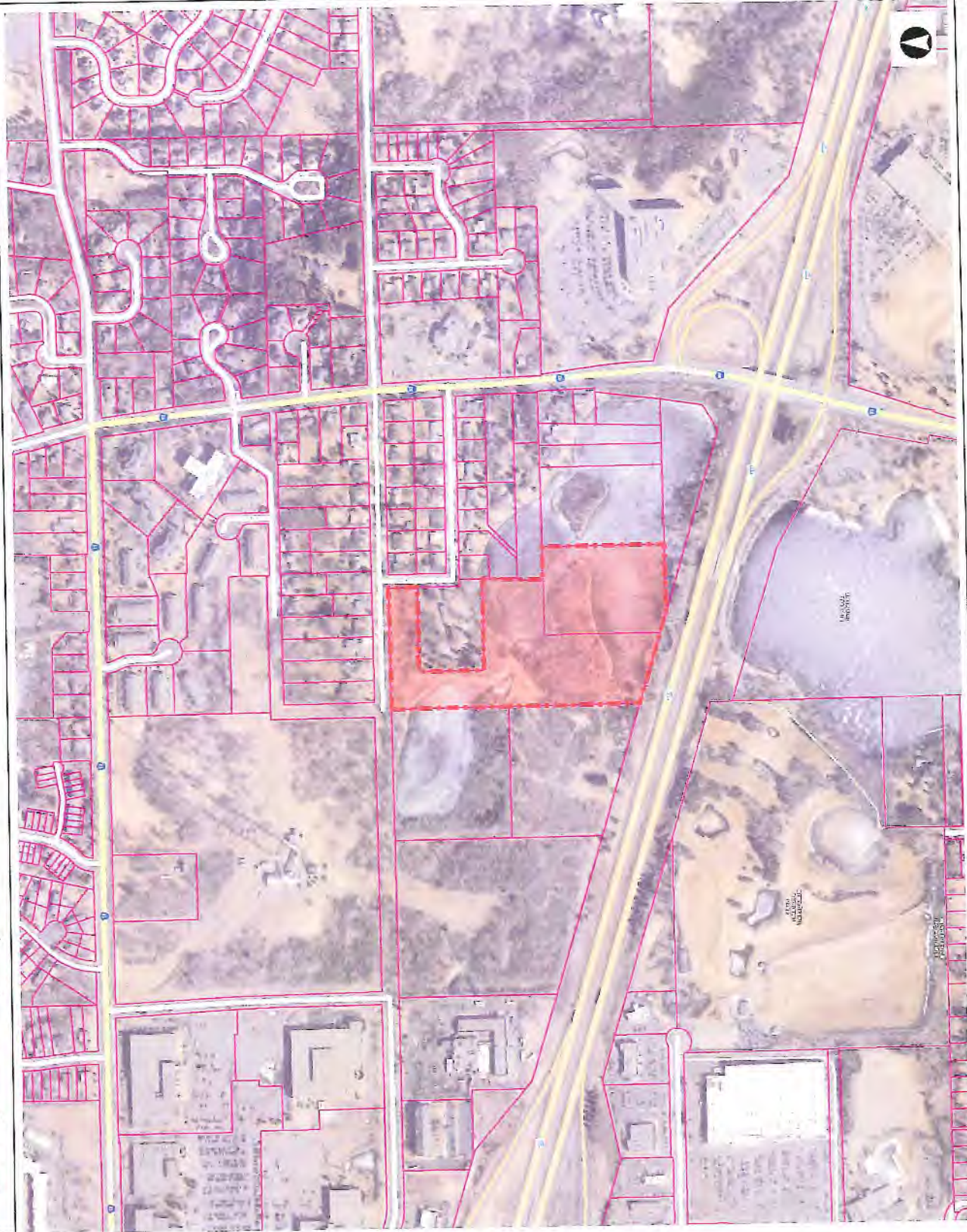
#### **Attachments:**

1. Location map
2. Submitted appellant statement
3. Submitted plans Golden Valley Land Co.
4. Resolution 16-79
5. Motion

*Golden Valley Land Co.*  
*0 Gramsie Rd.- Variance Appeal*  
*File No. 2630-16-29*  
Page 7 of 7

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1,333.3 0 666.67 1,333.3 Feet

NAD\_1983\_HARN\_Alt\_MN\_Ramsey\_Feet  
© Ramsey County Enterprise GIS Division

## Legend



-  City Halls
-  Schools
-  Hospitals
-  Fire Stations
-  Police Stations
-  Recreational Centers
-  Parcel Points
-  Parcel Boundaries

## Notes

Enter Map Description

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION



APPEAL OF DECISIONS

Return to:

Department of Community Development  
City of Shoreview  
4600 Victoria Street North  
Shoreview, MN 55126  
(651) 490-4680



Description of Appeal:

Appealing variance approved for  
Gramsie Woods.

Site Identification:

Address: 0 Gramsie Rd.

Property Identification: on file

Legal Description: on file

Applicant:

Name: Dave and Mary O'Neill

Address: 815 Gramsie Rd Shoreview, MN 55126  
City State Zip Code

Telephone Number: 651-245-6958 (daytime) 651-245-6958 (home)

Fax Number: N/A E-Mail: djmkon@g.com

Property Owner (if different from applicant):

Name: on file

Address: \_\_\_\_\_  
City State Zip Code

Signatures:

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Date Received by City: \_\_\_\_\_ By Whom: \_\_\_\_\_

APPEAL APPLICATION DEADLINE - TUESDAY OCT. 4  
4:30pm



I agree with this appeal.

NAME: Waneta Zacher  
ADDRESS: 807 Gramsie Rd.  
Waneta Zacher

NAME: Thomas N. Schwartz  
ADDRESS: 855 Gramsie Rd.  
Thomas

Name: Tom Fishlove  
845 Gramsie Road  
Tom Fishlove

The city of Shoreview has municipal codes and regulations that were created for good reasons, and should be enforced.

The planning commission erred in granting a key lot variance to lots 1-5 of 0 Gramsie road, because the applicant failed to demonstrate a Practical Difficulty per Section 203.070 of the Shoreview Municipal Code.

According to the Shoreview Municipal Code Section 203.070 Variances, C.2, "The application for a variance shall establish that there are practical difficulties in complying with the provisions of the Shoreview Development Regulations."

The Applicant Statement refers to the selling of the property to the south as a reason for granting the variance. The criteria for granting variances must be met under current conditions, not some possible future scenario. The statement also refers to the right of way being wider on Gramsie road. This is true for all houses on Gramsie, and is an integral part of the character of the neighborhood with the large front yards.

Planning staff erred in referring to the sale of the property to the south as a reason to justify the variance. The lot to the south is privately owned and should be considered "as is" when considering a key lot variance. Additionally, staff erred in the claim that ALL Districts with the same zoning ordinance have the same neighborhood character. Harbour Place has a different character than Evergreen Valley, which is distinct from Snail Lake. The Gramsie neighborhood was built in the 1970s on 100 foot wide lots with big front yards and modest houses. Currently Gramsie has five houses between Randy Avenue and the towers. Adding the entire proposed development of seven houses more than doubles the existing homes and removes the natural open spaces which are full of wildlife. Squeezing in tiny lots on Gramsie road will ABSOLUTELY change the character of the neighborhood.

The city of Shoreview planned for five lots where the proposed seven lots of 0 Gramsie road are located. Sewer and water connections were installed for the five planned lots when Gramsie road was rebuilt with the installation of curbing.

Key lot properties at 0 Gramsie road can be developed while fully complying with existing regulations set forth by Section 204.030, without the use of a variance.

Section 204.030 Subdivision Standards (C) Lot Requirements (9) Key Lots states "Key lots shall be discouraged. Where such lots must be used to fit a subdivision plan, such lots shall include at least 15 feet more depth or width than the required minimum lot depth or width of the district in which it is located."

R1, Detached Residential Zoning District has a minimum lot width of 75 feet. Existing Key lot requirements requires an additional 15 feet for width. The key lots at 0 Gramsie road can be developed at a 90 foot width without a variance. 90 foot lot widths will fit into the neighborhood much better than the narrower 75 lot width.

At the Planning Commission meeting on September 27<sup>th</sup> 2016, four commissioners expressed concern that the entire development of seven houses is a tight fit and that lot 7 is squeezed in too close to the pond, especially with the steep incline. One commissioner, the only one to come out to see the property, voted against the proposal. The other 3 felt bound by city regulations and voted for the proposal. They did not however feel bound by existing key lot requirements.

Enforcing the existing key lot requirements would allow development of four 90 foot wide lots rather than the proposed five lots, and could also relieve encroachment on the pond if lots 6 and 7 are adjusted to match the 90 foot lot width. This would address the planning commission's concern about lot 7, while adhering to current city requirements, and fitting into the existing neighborhood better.

Based on comments made by the planning commission staff, we feel that there was no serious attempt to develop these lots based on current city regulations. Their only thought was to develop as many lots as possible by bypassing current city regulations and disregarding the neighborhood.

We ask that the city follow the existing key lot regulations and deny the variance. We also ask that the city not abandon Gramsie road right of way to a developer, allowing new homes to be built closer to the street.



## **Golden Valley Land Company**

6001 Glenwood Ave.  
Golden Valley, MN 55422  
(612-309-9215; Peter Knaeble)  
([peterknaeble@gmail.com](mailto:peterknaeble@gmail.com))

### **GRAMSIE WOODS, SHOREVIEW NARRATIVE FOR PRELIMINARY PLAT, REZONING AND VARIANCE APPLICATIONS 8/22/16**

Golden Valley Land Company is proposing a seven lot residential land development project for the 15.57 ac. vacant land site that is located at the southwest corner of Gramsie Road and Randy Ave. in Shoreview. The site is currently zoned UND-Urban Undeveloped and is privately owned.

The proposed project would be for seven single family lots along Gramsie Road to be rezoned to R1-Detached Residential from the current UND-Urban Undeveloped. All seven lots will meet or exceed all of the dimensional R1 standards, except for the "key lot" standards which will require a variance (see below). The southern outlot will remain zoned UND-Urban Undeveloped. This proposed rezoning is consistent with the policies of the Comprehensive Guide Plan, and with the general purpose and intent of the development regulations. The proposed rezoning will not significantly or adversely impact the planned use of the surrounding property.

The City's Comprehensive Guide Plan (PDA #13) currently shows the north 500' of this site guided for RL-Low Density Residential, and the south portion of the site guided for O-Office or BPK-Business Park. We are not proposing to change the Comprehensive Plan at this time.

This site is also located in the Shoreland Management area because it is within 1000' of the OHW of Island Lake (General Development Waters). The proposed seven lots meet or exceed all of the requirements for nonriparian lots.

Stormwater for this project will be treated with an infiltration/filtration basin (raingarden) designed to exceed the standards of the both the City of Shoreview and the Rice Creek Watershed District. These standards account for both infiltration and rates of runoff from the site. According to the City Code (206.010J7), raingardens are "strongly encouraged" to increase infiltration of stormwater. The seven new homes will utilize the existing sanitary sewer and watermain on Gramsie Road.

The additional traffic from these seven new homes will be approximately 70 trips/day. These additional trips will not exceed the capacity of Gramsie Road. We would expect the majority of these trips will go west on Gramsie Road, and then south on Victoria St. to Hwy. 694. We had our surveyor and our certified tree inspector prepare a tree survey of this property. Of

the 55 trees surveyed, only 17 were designated "landmark" trees. According to our preliminary Tree Preservation Plan, we will be removing and replacing four "landmark" trees.

### Variance Request

According to the City's subdivision standards (204.030C9&10) "key lots" are to be discouraged, and if used shall be 15' deeper or wider than the zoning district requires. A "key lot" is defined as "any lot, the rear lot line of which abuts the side lot line of one or more adjoining lots or parcels, or any lot, the side lot line of which abuts the rear lot line of one or more adjoining lots or parcels."

Our proposed seven lot residential development abuts the undeveloped 2.7 acre estate property to the south owned by Mr. Oranuj Tan. Per the City's definition of "key lots," the rear lot lines of our proposed Lots 1-5, abut the side lot line of the undeveloped Tan estate property, are therefore technically "key lots."

According to the City's subdivision standards, these five "key lots" would need to be 15' wider or deeper than the zoning district standards. We are requesting a variance for these five lots from the "key lot" requirements. When the Tan estate property develops, per our submitted future Ghost Plat, these five lots will abut the future rear lot lines, and will therefore technically not be defined as "key lots."

We believe that this variance request complies with the purpose and intent of the provisions of City Code 201.010, and with the policies of the City's Comprehensive Guide Plan. We also believe that there are practical difficulties in complying with the "key lot" provisions of the Shoreview Development Regulations.

We are proposing to develop this property in a reasonable manner that is consistent with the intent of the City's zoning district standards. We believe it is unreasonable to apply the "key lot" standards to a large undeveloped abutting estate property. The intent of the "key lot" ordinance is to maintain an adequate distance between the homes that are on "key lots." Our proposed homes will be over 150' from the existing Tan property home. When the Tan property develops in the future (per the proposed Ghost Plat), our lots will not longer be classified as "key lots."

Our variance request is due to the unique circumstance that we are subdividing our property adjacent to a large undivided estate property that is technically (and only temporarily) a "key lot." If the Tan property were developed per the Ghost Plat shown, we would not need any variances since we would not have any "key lots." The other unique circumstance for this property is that the current Gramsie Road right-of-way is 80 feet, instead of the City standard 60 feet for a residential street (Randy Ave. has a 60 foot right-of-way). If the typical 60 foot road right-of-way was used for Gramsie Road, our lot depths would all be at 140' instead of 130', thus not required a variance from the "key lot" requirements.

If this variance is granted, it would not alter the essential character of the neighborhood. The neighborhood is currently residential single family homes and is zoned R1. Our proposed seven lots on Gramsie Road will also be for single family residential homes. Due to the temporary nature of this variance, the essential character of the neighborhood will not be changed.




**GRAMSIE WOODS**

**GRAMSIE ROAD & RANDY AVENUE, SHOREVIEW, MN 55126**  
**GOLDEN VALLEY LAND COMPANY**  
6001 GLENWOOD AVENUE, GOLDEN VALLEY, MN 55422

11

I HEREBY CERTIFY THAT THIS PLAN,  
SPECIFICATION, OR REPORT WAS  
PREPARED BY ME OR UNDER MY DIRECT  
SUPERVISION AND THAT I AM A DULY  
LICENSED PROFESSIONAL ENGINEER  
UNDER THE LAWS OF THE STATE OF  
MINNESOTA.

  
Matthew R. Pavlek  
DATE 7/25/16 LICENSE NO. 44263

ISSUE/SUBMITTAL SUMMARY	
DATE	DESCRIPTION
7/25/16	PRELIMINARY PLAT SUBMITTAL

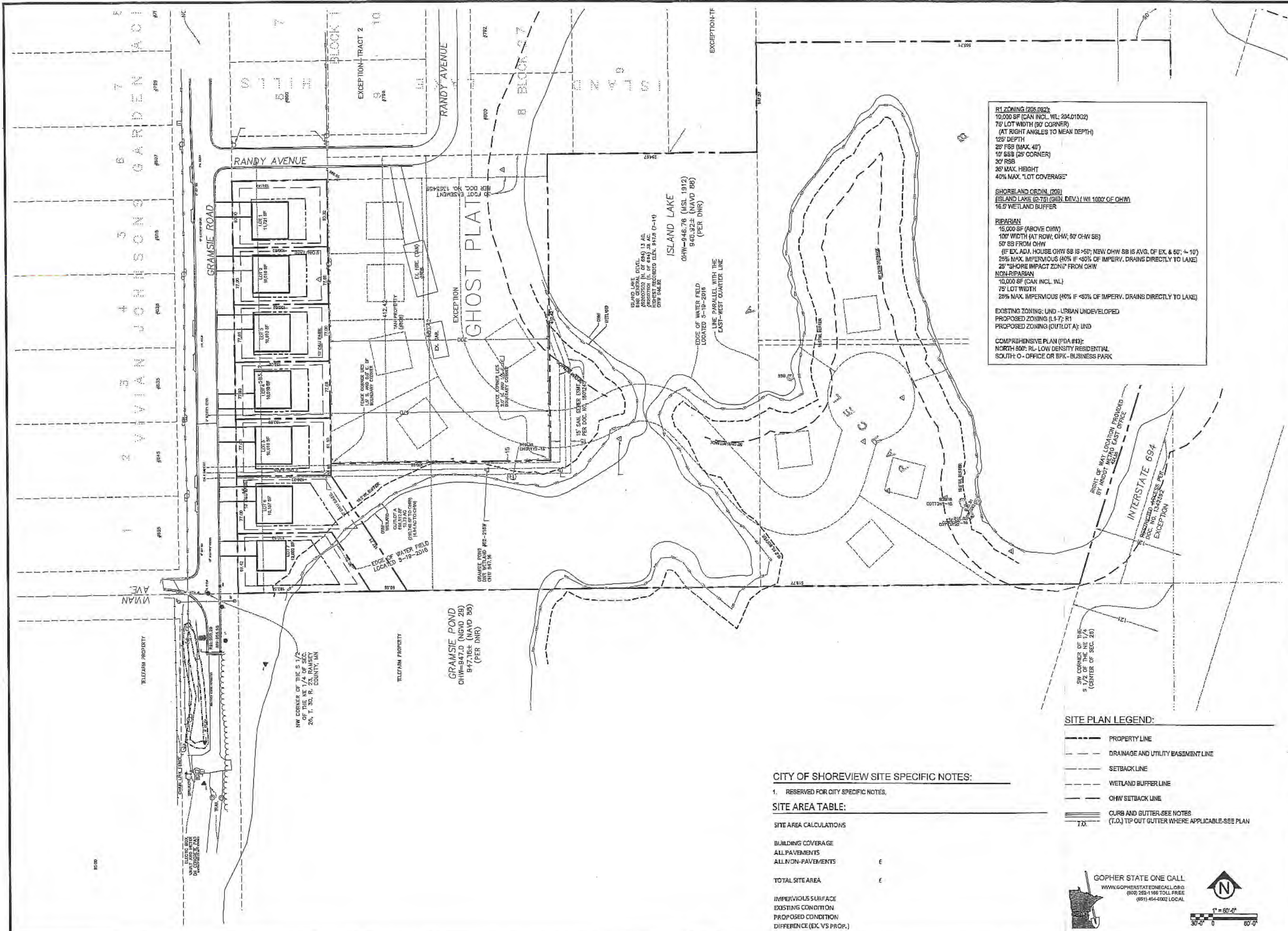
REVISION SUMMARY	
DATE	DESCRIPTION

PROJECT NUMBER: 16102

PRELIMINARY PLAT

## C1.0

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setback from the front property line to 175.5 feet. These approvals are subject to the following conditions:

1. The project must be completed in accordance with the plans submitted as part of the Residential Design Review application. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission.
2. This approval will expire after one year if a building permit has not been issued and work has not begun on the project.
3. Impervious surface coverage shall not exceed 25% of the total lot area as a result of this project. Foundation area shall not exceed 18%.
4. Seven landmark trees will be removed as a result of the development, and eight replacement trees are required. A cash surety to guarantee the replacement trees shall be submitted prior to issuance of a building permit.
5. A tree protection plan shall be submitted prior to issuance of a demolition permit. The approved plan shall be implemented prior to the commencement of work on the property and maintained during the period of construction. The protection plan shall include wood chips and protective fencing at the drip line of the retained trees.
6. A final site grading, stormwater management and erosion control plan shall be submitted prior to the issuance of a building permit for the project. This plan shall include a phased, or sequenced, erosion control and stormwater management plan that details the methods that will be used during the phases of the project, and is subject to the approval of the City Engineer.
7. A permit from the Ramsey Washington Metro Watershed District shall be obtained, if required, prior to the issuance of a building permit.
8. A Mitigation Affidavit shall be executed prior to the issuance of a building permit for the new residence.
9. A building permit must be obtained before any construction activity begins.
10. This approval is subject to a 5-day appeal period.

This approval is based on the following findings:

1. The proposed improvement is consistent with the policies of the Comprehensive Plan, including the Land Use and Housing Chapters.
2. The proposal is consistent with the City's housing policies regarding housing, neighborhood reinvestment, and life-cycle housing.
3. Practical difficulty is present as stated in Resolution 15-86.

**VOTE:**                      **Ayes - 5**                      **Nays - 0**

**PRELIMINARY PLAT, REZONING, VARIANCE**

**FILE NO.:**                      **2630-16-29**  
**APPLICANT:**                **GOLDEN VALLEY LAND COMPANY**  
**LOCATION:**                    **0 GRAMSIE ROAD; PINS 26-30-23-13-0027; 26-30-23-13-0028**

**Presentation by Economic Development and Planning Associate Niki Hill**

A preliminary plat, rezoning and variance applications have been submitted to develop 15.57 acres of vacant land for single-family residential lots. The property is north of I-694, west of Victoria Street, south of Gramsie Road and east of the tower properties.

The property would be subdivided into 7 lots for single-family detached homes with one outlot for future subdivision. Rezoning would be for R1, Detached Residential. The outlot would remain zoned UND (Undeveloped). The variance would waive depth standards for five of the lots which are key lots and do not meet the required lot depth for a key lot.

This application was reviewed at the August 30, 2016 Planning Commission meeting. The matter was tabled for further investigation of the wetland buffer area.

The City Engineer's review states that the wetland classification is not protected but classified as a high management area. This means that Gramsie Pond is a moderate to high quality basin that receives some direct storm water runoff. Gramsie Pond is a natural body of water that is used for storm water runoff in the area. The Storm Water Management Plan encourages buffers from wetland and storm water ponds. The proposed buffer of 16.5 feet is consistent with buffers around similarly classified water bodies.

Jenifer Sorenson from the MN DNR submitted a letter and follow-up email on this issue. She states that approval should be on condition that the final plat will meet the City's shoreland standards for the percentage of impervious surface. She recommends that any steep slope or bluff areas be shown on the development submittal so it is clear where these are located within the proposed plat. She further stated that state shoreland rules do not have standards for buffer widths from wetlands if there is no DNR shoreland classification.

The Rice Creek Watershed District (RCWD) states that there are no requirements for wetland buffer setbacks. Buffers are only considered with a proposal that has on-site mitigation. The applicants received a permit from RCWD on September 14, 2016.

Noting the amount of concern regarding future development of Outlot A, the applicants have approached the City about donating the land to the City. There have been preliminary discussions about accepting the land either in lieu of the park dedication fee or as a land donation. This would be finalized with the Final Plat. Should the City take ownership, the land would remain undeveloped. Research would be needed to determine potential use given the challenging access problems. The Comprehensive Plan would not change its guidelines and would not impose any restrictions on the outlot at this time.

Staff is able to make affirmative findings for the preliminary plat and rezoning as well as the variances to waive lot depth requirements for the five key lots. Staff recommends the Planning Commission forward a recommendation for approval to the City Council with the conditions listed in the staff report.

Commissioner Solomonson asked if above the ordinary high water (OHW) mark of the pond would be taken out of the calculation for the buffer and whether there is a natural divide between Gramsie Pond and Island Lake. Ms. Castle answered that the OHW is in the calculation. Mr.

Warwick added that the the survey indicates that the OHW for Island Lake and Gramsie Pond are different and two distinct bodies of water.

Commissioner Peterson noted signage for the buffer recommended by the DNR. His concern is that at some time in the future the property owner may remove the trees and ground cover for the buffer and plant turf to the edge of the pond. Ms. Hill stated that the DNR does not have regulations over the buffer. Signage has been suggested to help define the buffer so it is not disturbed. Ms. Castle added that the signage will specifically identify the buffer and require that it be maintained in its natural state. It would be an enforcement action on the part of the City if the buffer were disturbed in the future.

**Mr. Matt Pavak**, Project Engineer, stated that the work done since the last meeting is to clarify the wetland areas and buffer. Since that meeting the RCWD permit has been received. Lot 7 will work well with a walkout design. The slope is 3:1. The grading will make it look less dramatic, and the house will fit well. He noted that the outlot would be difficult to develop and serious consideration is being given to donate it to the City.

Commissioner Solomonson asked if the current high water is above the buffer area. **Mr. Pavak** answered that the low floor elevations are established at 2 feet above the 100-year elevation of Gramsie Pond. Any home will be well protected from flood issues.

Chair Doan opened the discussion to public comment.

**Mr. Dave O'Neill**, 815 Gramsie Road, asked if the grading will push dirt into the pond. Gramsie Road east of Victoria has flooded 3 of the last 4 years. It is difficult to judge a 100-year flood. There has always been a direct water connection between the pond and Island Lake. The neighborhood has spacious lots with moderate houses. The proposed lots will look squeezed in with 3-story homes that tower above surrounding houses. Big development on small lots is not what Shoreview wants. Neighbors have known that property would be developed, but what has previously been discussed is five lots at 100 feet in width. He would like the Planning Commission to recommend five lots with current setbacks and 100-foot lot widths with no variations.

**Ms. Mary Hanson**, 799 Randy Avenue, agreed with Mr. O'Neill. The lot sizes are too small. The lots should be 10 feet wider with no seventh lot. A variance would not be necessary if the lots were wider. There would also be more protection for the wetland. When trees are removed from Lot 7, water will flow onto the Tan property which will be flooded. Mr. Reiling requested the City to allow 75-foot lots 25 years ago and was turned down with a requirement for 85-foot lots.

**Mr. Brian Hanson**, 799 Gramsie, supported the comments of the previous two speakers. It makes sense to take width from Lot 7 to make 5 or 6 lots wider, or donate a portion of Lot 7 that would provide access to the outlot peninsula.



**Mr. Joel Lux**, 770 Randy Avenue, stated that the pond and lake are connected by wetland that is wet almost all the time, even in times of drought. He is encouraged that the outlot may be a donation.

**Ms. Heidi Tan**, 808 Randy Avenue, stated that the layout of the key lots is justification for the variance and based on the ghost plat. However, the ghost plat is only a concept sketch. A variance would not be necessary if the lots were widened. Chair Doan responded that his understanding is that the lots for development are key lots because the rear lot lines will abut the side property line of the Tan property. Ms. Hill added that if the ghost plat were developed, the lots would no longer be key lots because the rear property lines would abut rear lot lines. The other justification for the variance is the 80-foot right-of-way on Gramsie Road. If that right-of-way were a standard width of 60 to 65 feet, the lots would meet depth requirements. The key lots will maintain 40-foot rear setbacks.

**Ms. Tan** requested that the comments from the DNR and City Engineer become requirements for the project.

**Mr. Dean Hanson**, Builder, clarified that City regulations for lot width is 75 feet. He agreed with residents that the 3-story homes he was originally proposing are too big. The homes he proposes to build will be smaller with a foundation area that ranges from 1100 square feet to 1450 square feet. It is important to be good neighbors and for the new development to fit in. No wetlands, including the buffer, will be touched during development. To help prevent interference with the buffer in the future, there will be signage with sprinkling systems that clearly mark the buffer line. There will be no water runoff onto neighboring properties. Runoff will be contained on each lot with rain gardens and other measures.

Commissioner Thompson asked what guarantee there will be for the houses to be smaller and whether a condition should be added to the motion. Ms. Castle responded that the City does not have maximum square footage requirements or authority to regulate the size of homes to be built. The controlling factors are lot width and maximum impervious surface coverage. The developer could apply private covenants to the land. City Attorney Beck agreed that the City has no authority over the size home built. The size home would have to be determined between the purchaser and the builder.

Commissioner Solomonson referred to Section 209.065, Surface Water Management and asked whether the 16.5 foot buffer is a minimum or if the City could make it larger. Ms. Castle explained that a 16.5 foot buffer is a minimum. In order to require a larger buffer, a direct impact would have to be shown that creates a need for the larger buffer.

Commissioner Peterson stated that the delicate nature of the pond is different from other drainage areas. The steep slope may be grounds for making the buffer larger. If only six lots were developed, the buffer would be wider and the increased lot width would make the variance unnecessary. Ms. Castle further explained that there would have to be a direct connection to water quality to justify a greater buffer.

City Attorney Beck stated that the issue with the key lots is that the rear lot lines abut the adjacent side lot line. That is why depth is the issue, not width. Also, Code states that the required buffer width is 16.5 feet. If the Commission does consider increasing the buffer, he would strongly recommend a finding of fact to justify the reason for the increase.

Chair Doan requested staff to state the specific variance and deviations requested. Ms. Hill stated that the applicant has requested the City to waive the key lot requirement that depth be 15 feet deeper than the zoning district standards for the five eastern lots. The reasons for the request is that Gramsie Road has 80 feet of right-of-way, wider than the standard 60 feet, and when the lot to the south develops, the rear lot lines will abut rear lot lines. The lots will no longer be key lots.

Commissioner Solomonson noted that if a right-of-way vacation request were made, the lots would meet the required depth. Also, as long as the Tan property remains in its current configuration, the new lots will be key lots. It is difficult to give rationale to increase the buffer, even though it is a shallow area to a steep slope, but his big concern is building on the seventh lot. It is difficult to see where a house would be built. Larger lots are needed. For this reason, he cannot support the proposal.

Commissioner Peterson stated that his concern is that justification for a wider buffer is not to be found in the information presented from expert resources. He would recommend adopting all DNR recommendations but would also suggest the City ordinance be reviewed for possible change. The application should be approved with the DNR condition.

Commissioner Thompson asked the reason six lots were not considered instead of seven since no variance would then be required. Ms. Hill stated that with six lots, there would still be the depth deviation. A lot width of 75 feet meets City Code. A decision cannot be arbitrarily made to require wider lots. Mr. Warwick added that the key lot width and depth requirements were adopted in tandem with increased setback requirements. The increased setback is the main priority. The area of lot is secondary to insure buildable area.

Chair Doan stated that the challenge with a 10-foot vacation to the right-of-way in order to not have a variance is that the houses would be shifted north, closer to the houses across the street, which is already a concern for neighbors. By not allowing the variance, a negative impact would result for the neighborhood.

Commissioner Peterson agreed. He also echoed the concern for building on the seventh lot, but without information from experts to provide a rationale for a wider buffer, the proposal should be approved.

Commissioner Wolfe stated that he agrees with Commissioner Solomonson's statements. He also has a big concern about building on the seventh lot.

Chair Doan stated that while he has concerns about the seventh lot, it does meet code requirements. It would be arbitrary to vote against something without justification. Ms. Castle clarified that the variance is only for lot Nos. 1 through 5. Lots 6 and 7 comply with the Code.

Commissioner Solomonson asked if the variance needs to be decided if there is not agreement on the preliminary plat. Ms. Castle explained that the Commission's discretion is with the variance and whether it meets the criteria to be approved. To request that lot Nos. 6 and 7 be combined when the lots meet Code requirements would exceed the Commission's authority.

City Attorney Beck agreed with staff and stated that the Commission's task regarding Lot Nos. 6 and 7 is to determine whether they meet Code requirements without a variance.

**MOTION:** by Commissioner Peterson, seconded by Commissioner Wolfe to adopt Resolution 16-79 approving the variances to waive the Key Lot requirements for Lots 1-5 and to recommend the City Council approve preliminary plat and rezoning submitted by Peter Knaeble, Golden Valley Land Co. to subdivide and develop the property at 0 Gramsie Road into 7 lots for single-family detached homes and 1 outlot. Said recommendation for approval is subject to the following conditions, with an additional condition No. 11 for the Preliminary Plat that the developer shall erect signs at the edge of the 16.5 wetland buffer area.

### **Rezoning**

1. A Development Agreement must be executed prior to the City's issuance of any permits for rezoning.
2. Rezoning is not effective until approvals are received for the Final Plat, the development agreements executed.
3. This approval rezones the property from UND, Urban Underdeveloped to R1, Detached Residential.

### **Preliminary Plat**

1. The approval permits the development of a detached residential subdivision providing 7 lots for single family residential development and 1 outlot for future development.
2. Final grading, drainage and erosion control plans are subject to the review and approval by the Public Works Director prior to approval of any permits or the Final Plat. Concerns identified by the City Engineer shall be addressed with the Final Plat submittal.
3. Final utility plans are subject to review and approval by the Public Works Director.
4. Comments identified in the memo dated August 23, 2016 from the City Engineer shall be addressed with the Final Plat submittal.
5. A Development Agreement, Erosion Control Agreement shall be executed and related securities submitted prior to any work commencing on the site. A Grading Permit is required prior to commencing work on the site.
6. A Public Recreation Use Dedication fee and/or Land Dedication shall be submitted as required by ordinance prior to release of the Final Plat.
7. The landscape/tree-replanting plan shall be provided in accordance with the City's Tree Protection Ordinance. Trees on the property, which are to remain, shall be protected with construction fencing placed at the tree driplines prior to grading and excavating. Said plan shall be submitted for review and approval by the City Planner prior to submittal of the final plat application.
8. The Final Plat shall include drainage and utility easements along all property lines. Drainage and utility easements along the roadways shall be 10 feet wide and 5 feet wide

along the side and rear lot lines. Other drainage and utility easements shall be provided over the proposed bio-filtration area, future public infrastructure and as required by the Public Works Director.

9. The developer shall secure a permit from the Rice Creek Watershed District prior to commencing any grading on the property.
10. The plan submittal for the Final Plat shall identify areas that are classified as steep slopes and bluffs on Lots 1-7.
11. The developer shall erect signs at the edge of the 16.5' wetland buffer area.

#### **Variances**

1. This approval is subject to approval of the Preliminary Plat application by the City Council.
2. A minimum setback of 40-feet from the South (rear) lot line is required for the principal and accessory structures developed on Lots 1-5.
3. This approval will expire after one year if the subdivision has not been recorded with Ramsey County.
4. This approval is subject to a 5-day appeal period.

#### **Discussion:**

Chair Doan noted that the under discussion for donation in lieu of a park dedication fee. He asked if he should offer an amendment to that effect to the motion before a second. City Attorney \_\_\_ stated that change should be part of the motion. If offered as an amendment after the second, then the amendment has to be voted on prior to the motion.

Commissioner Peterson accepted the addition of Chair Doan to note the outlet is being considered for a donation.

Commissioner Solomonson stated that he cannot support the proposal because he believes the buffer should be increased, which would reduce the number of lots. There is ambiguity in the statement from the DNR. There have been comments on how the pond is connected to Island Lake. Yet the DNR looks at the pond as a separate wetland. If the pond were identified as part of Island Lake, the buffer required would be greater.

Commissioner Thompson stated that she is not comfortable with Lot 7, but the variance is for Lot Nos. 1 through 5, so she will support the motion.

Chair Doan stated that while he is concerned about Lot 7, it does meet Code requirements and he will support the motion.

#### **VOTE:**

**Ayes - 4**

**Nays - 1 (Solomonson)**

Chair Doan stated that the Planning Commission did not have a preconceived outcome for this application. The Planning Commission discussion covered all facets before making this decision.



**EXTRACT OF MEETING MINUTES FOR THE SHOREVIEW, MINNESOTA  
PLANNING COMMISSION HELD SEPTEMBER 27, 2016**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the Planning Commission for the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City at 7:00 p.m.

The following members were present: Doan, Wolfe, Solomonson, Peterson, Thompson

And the following members were absent: McCool, Ferrington

Member Peterson introduced the following resolution and moved its adoption.

**RESOLUTION NO. 16-79 TO WAIVE THE KEY LOT REQUIREMENTS FOR  
FIVE NEW KEY LOTS**

WHEREAS, Peter Knaeble, Golden Valley Land Company has submitted a variance application for the following described property:

That part of the South Half of the Northeast Quarter of Section 26, Township 30, Range 23, Ramsey County, Minnesota, described as follows:

*Commencing at the Northwest corner of the South Half of the Northeast Quarter of Section 26, Township 30, Range 23, running thence South to the Southwest corner of said South Half of the Northeast Quarter being the center of Section 26, thence East 20 rods to the Southwest corner of a certain 30 acre tract conveyed by Simon and Anna Marleski to Paulina Hamerick by deed dated October 15, 1881 in "101" of Deeds, page 321; thence North on the West line of said last mentioned tract 34 2/7 rods to the Northwest corner of the tract so deeded to Paulina Hamerick, thence East on the North line of land so deeded to Paulina Hamerick to the center line of public*



highway running North and South through middle of said South Half of the Northeast Quarter of said Section 26, thence North along middle of said highway to the North line of said South Half of the Northeast Quarter, thence West along the North line of said South Half of the Northeast Quarter to the Northwest corner thereof, and the point of beginning, intending to convey land described in "247" of Deeds, page 62.

Except the following three tracts of land:

Tract One:

e-016,13; Commencing on the North and South Quarter Section line of Section 26 distant 565.71 feet North of the center of said Section, thence Easterly parallel with the East and West Quarter Section line to the center line of Victoria Street being the point of beginning of land to be described; thence Northerly along the center line of Victoria Street 120 feet, thence Westerly and parallel with the East and West Quarter Section line 888.24 feet; thence Southerly and parallel with the North and South Quarter section line 120 feet, thence Easterly 890.33 feet to the point of beginning, subject to Victoria Street, which was conveyed to Clifford Ingwell by a Warranty Deed dated July 19, 1954, and recorded in "1454" of Deeds, page 115.

Tract Two:

All that part of the South 1/2 of the Northeast Quarter Section 26, Township 30, Range 23, lying Westerly of the center line of Victoria Street, except the West 585.42 feet and except the South 685.71 feet thereof, subject to Victoria Street, entitled: "Island Lake Hills".

Tract Three:

The South 300 feet of the North 470 feet of the East 412.42 feet of the West 585.42 feet of the Southwest Quarter of the Northeast Quarter of Section 26, Township 30, Range 23, subject to an easement for road purposes over the East 30 feet thereof, which was conveyed by Warranty Deed to Leland A. Holm and Barbara L. Holm, husband and wife, dated May 12, 1955 and recorded in "1498" of Deeds, page 47.

And

That part of the South 565.71 feet of the East 2310 feet of the Northeast Quarter (NE 1/4) of Section 26, Township 30 North, Range 23 West, lying West of a line described as follows: Commencing at the East Quarter (1/4) corner of said Section, thence West along the South line of said Northeast Quarter (NE 1/4) of said Section a distance of 1902.45 feet; thence deflecting 90° right for a distance of 565.71 feet and there terminating; subject to trunk highway 694-393, and except Parcel 251B of trunk highway 694-393, according to the U.S. Government survey thereof on file and of record in the office of the Register of Deeds in and for Ramsey County, Minnesota.

Abstract Property

(Property PID numbers: 26-30-23-13-0027; 26-30-23-13-0028;

Future lots: Lot 1-5, GRAMSIE WOODS, Ramsey County, Minnesota)

WHEREAS, the Development Regulations require a key lot additional 15 feet of depth or 15 feet of width to a property; and

WHEREAS, the applicants have requested a variance to this requirement; and

WHEREAS, the Shoreview Planning Commission is authorized by state law and the City of Shoreview Development Regulations to make final decisions on variance requests.

NOW, THEREFORE, BE IT RESOLVED BY THE SHOREVIEW PLANNING COMMISSION, that the variance request submitted by Peter Knaeble, Golden Valley Development be approved on the basis of the following findings of fact:

1. *Reasonable Manner.* The property owner proposes to use the property in a reasonable manner not permitted by the Shoreview Development Regulations. The proposed construction of a seven lot single family home subdivision meets the standard R1 Single Family Detached zoning regulations lot size and width requirements and is a reasonable use of the property.
2. *Unique Circumstances.* The plight of the property owner is due to circumstances unique to the property not created by the property owner. Unique circumstances stem from the intent of the Key Lot Requirements to mitigate the impact on those lots who abut the side/rear lot lines of a key lot. In this case the existing home on the adjoining parcel at 808 Randy Ave is greater than 150' feet from the existing rear lot line. In addition, any future development would change the lots from key lots to standard lots as the rear lot lines would be abutting. Requiring additional width or depth would not serve a purpose to mitigate as there would be little to no impact on the adjoining property.

Additionally, the right of way area is larger than a standard City lot. Gramsie Road was originally a County road which was given back to the City of Shoreview – which is why the width is 80 feet.

3. *Character of Neighborhood.* The variance, if granted, will not alter the essential character of the neighborhood. The proposed subdivision would meet the required subdivision standards of an R1- Detached Residential District. This is the same zoning as the surrounding neighborhood so the character of the neighborhood would not be altered.

NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE SHOREVIEW PLANNING COMMISSION that the variance requested by Golden Valley Land, Co. be approved subject to the following conditions:

1. This approval is subject to approval of the Preliminary Plat application by the City Council.
2. A minimum setback of 40-feet from the South (rear) lot line is required for the principal and accessory structures developed on Lots 1-5.
3. This approval will expire after one year if the subdivision has not been recorded with Ramsey County.
4. The approval is subject to a 5-day appeal period.

The motion was duly seconded by Member Wolfe and upon a vote being taken thereon, the following voted in favor thereof: Doan, Wolfe, , Peterson, Thompson

And the following voted against the same: Solomonson

Adopted this 27<sup>th</sup> day of September 2016.

---

John Doan, Chair  
Shoreview Planning Commission

ATTEST:

SEAL

---

Niki Hill, AICP  
Economic Development and Planning Associate

**ACCEPTANCE OF CONDITIONS:**

---

Peter Knaeble, Golden Valley Land Co.

STATE OF MINNESOTA )  
 )  
COUNTY OF RAMSEY )  
 )  
CITY OF SHOREVIEW )

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City of Shoreview Planning Commission held on the 27<sup>th</sup> day of September, 2016 with the original thereof on file in my office and the same is a full, true and complete transcript there from insofar as the same relates to adopting Resolution No. 16-79.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 27<sup>th</sup> day of September, 2016.

---

Terry C. Schwerm  
City Manager

SEAL



## **MOTION**

**MOVED BY COUNCILMEMBER** \_\_\_\_\_

**SECONDED BY COUNCILMEMBER** \_\_\_\_\_

To approve the preliminary plat and rezoning applications, submitted by Golden Valley Land Co. to divide the property at 0 Gramsie Rd (PINs: 26-30-23-13-0027, 26-30-23-13-0028) into 7 parcels for residential lots and 1 outlot. Said approval is subject to the following conditions:

### **Rezoning**

1. A Development Agreement must be executed prior to the City's issuance of any permits for rezoning.
2. Rezoning is not effective until approvals are received for the Final Plat, the development agreements executed.
3. This approval rezones the property from UND, Urban Underdeveloped to R1, Detached Residential.

### **Preliminary Plat**

1. The approval permits the development of a detached residential subdivision providing 7 lots for single family residential development and 1 outlot.
2. Final grading, drainage and erosion control plans are subject to the review and approval by the Public Works Director prior to approval of any permits or the Final Plat. Concerns identified by the City Engineer shall be addressed with the Final Plat submittal.
3. Final utility plans are subject to review and approval by the Public Works Director.
4. Comments identified in the memo dated August 23, 2016 from the City Engineer shall be addressed with the Final Plat submittal.
5. A Development Agreement, Erosion Control Agreement shall be executed and related securities submitted prior to any work commencing on the site. A Grading Permit is required prior to commencing work on the site.

**TO:** Mayor, City Council, City Manager

**FROM:** Niki Hill, AICP, Economic Development and Planning Associate

**DATE:** October 13, 2016

**SUBJECT:** Preliminary Plat (Major Subdivision) and Rezoning, 0 Gramsie Rd,  
Golden Valley Land Co., File No. 2630-16-29

### **INTRODUCTION AND BACKGROUND**

Golden Valley Land Co. submitted a preliminary plat (Major Subdivision), rezoning and variance applications to develop 15.57 acres of vacant land for single-family residential lots. The property is located north of Interstate – 694, west of Victoria Street, south of Gramsie Rd., and to the east of the tower properties and currently zoned UND – Urban-Undeveloped. Access to the property is from Gramsie Rd.

Golden Valley Land Co. proposes to subdivide and develop the property at 0 Gramsie Rd into 7 lots for single-family detached homes and 1 outlot for future subdivision. This proposal requires the following approvals by the City Council.

- 1) Rezoning – Rezone the seven single family lots proposed along Gramsie Road from UND, Urban Underdeveloped to R1-Detached Residential. The proposed outlot will remain UND..
- 2) Preliminary Plat – to divide the property for single-family residential use

The applicants also submitted a variance application to waive the key lot standards for Lots 1-5. The Planning Commission tabled the preliminary plat, rezoning and variance applications that were submitted by Golden Valley Land Co. during their August 30, 2016 meeting so that they could further investigate the wetland buffer area. Planning Commissioners expressed concern about the buffer area and tabled the proposed plans so that Rice Creek Watershed District and the Minnesota Department of Natural Resources could have a chance to further review the site and see if any additional buffer area was warranted. Planning Commissioners reviewed approved the variance and recommended the approval of the other applications during their September 27, 2016 meeting.

### **PREVIOUS CITY ACTIONS**

The property had a proposed 20 lot subdivision application submitted in 1975 as part of Planning Commission Case number 484-75-36. The proposed Plat included a public roadway along the east side of Gramsie Pond, abutting the west side of the Tan property at 808 Gramsie Road. After failing to receive permits for filling in a significant portion of the, pond, and Island Lake area, the applicant proposed to plat only the northern 5 lots located on the south side of Gramsie Road. Based on the Development Code at the time and the inclusion of a proposed road right of way permitting future access to the southern portion of the property, the lots were denied. The minimum lot size requirements at the time were larger than what our current development code requires.

## **PROJECT DESCRIPTION**

The applicant proposes to plat the two properties into 8 lots. The proposal requires rezoning the 7 single-family residential lots along Gramsie Rd to R1- Detached Residential and the larger outlot to the south would remain zoned UND – Urban Undeveloped as no development is being proposed at this time. Five of the proposed lots – Lots 1-5 – are classified as Key Lots because their rear line abuts the side lot line of 808 Randy Avenue to the south.

Access to the proposed residential lots would come off of Gramsie Road. Stormwater for this project will be treated with an infiltration/filtration basin in the undeveloped Gramsie Road right of way to the north and west of the development. The seven new homes will utilize the existing sanitary sewer and watermain on Gramsie Road.

## **STAFF REVIEW**

### **REZONING**

The property is currently zoned UND, Urban Underdeveloped which serves as a temporary holding zone for underdeveloped or undeveloped properties, and existing uses are allowed to continue. When a change in use is proposed, a rezoning to the appropriate district is required. In this case, the applicant is seeking approval to rezone a portion of the property from UND, Urban Underdeveloped to R1, Detached Residential. In Staff's opinion, the proposal is consistent with the rezoning criteria:

- 1) That the proposed rezoning is consistent with the policies of the Comprehensive Guide Plan and with the general purpose and intent of the development regulations*

As part of Chapter 4 of the Comprehensive Guide Plan - Land Use; Policy Development Area 13 specifically addresses the Tan (808 Randy Avenue)/Reiling Properties. It states all of the Tan property and the northern 500 feet of the Reiling property (adjoining the Tan property on three sides) make up an area that is planned for RL, Low-Density Residential use because this area is a continuation of the single-family dwelling neighborhood to the north and east.

The RL designation identifies those areas designated for continued or future use as residential, with a density range of up to four units per acre. In undeveloped or underdeveloped areas, a development density and lot pattern similar to that found in existing neighborhoods is expected.

The submitted development plan is consistent with the RL land use designation with respect to the proposed density of 3.8 units per acre. Staff calculated this density using only the 1.85 acre area to be rezoned. The low density does reduce impacts on the natural environment, but there will be wetland impacts as discussed below. Further, the development pattern is similar to the adjoining residential development on Gramsie Road.



- 2) *That the development facilitated by the rezoning will not significantly and adversely impact the planned use of the surrounding property. When the property being considered for rezoning from UND, the most restrictive zoning district option permitted by the Planned Land Use designation is considered the baseline for determining significant adverse impact.*

The proposed development is low-density single family as are the lots to the north and the east. The R1 zoning district designation is consistent with the designated RL land use. The proposed zoning is also consistent with the R1 zoning of the nearby single-family residential neighborhood. The development of this property will not have a significant or adverse impact on the established residential use.

The property immediately to the west is zoned T, Tower and developed with the television broadcast towers. It is the City's understanding that the tower facilities will remain on this property for the foreseeable future. The proposed development does not have an impact on these properties.

- 3) *The developer is willing to enter into a rezoning/development agreement with the City.*

As a condition of approval, the developer will be required to enter into a development agreement with the City.

### **PRELIMINARY PLAT**

The preliminary plat was reviewed in accordance with the City's standards for subdivisions (Section 204), and the R1(Section 205.080). The following outlines some of the features of the proposed subdivision.

***Street Network/Traffic.*** Access to the parcels will be from Gramsie Road. Gramsie Road is an existing improved local road which conveys traffic to Victoria Street – a B Minor Street. These roads have the capacity to accommodate the approximate 70 trips per day traffic from this proposed development.

***Lot Layout.*** The proposed parcels comply with the minimum lot standards of the R1 zoning district. The non-riparian lots are required to have a minimum width of 75-feet, a minimum depth of 125-feet, and a minimum area of 10,000 square feet (Section 205.082 D.1.f).

Five of the proposed parcels (Lots 1-5) are key lots. A key lot is any lot, the rear of which abuts the side lot line of an adjoining lot, or any lot, the side lot line of which abuts the rear lot line. These types of parcels are discouraged, however, when they are developed, additional setback restrictions are imposed to minimize the development impacts on the adjacent property (Section 204.030 C.9). Further, these are required to have an additional 15' foot in lot depth or width (Section 205.080 D.1.f). The Planning

Commission approved a variance to this standard. The building pads shown for these parcels would comply with the 40-foot structure setback requirement for key lots.

**Stormwater Management.** The existing drainage pattern generally flows to the wetland area and Gramsie Pond off site to the southwest. The proposed stormwater management plan has been designed to comply with Shoreview and Rice Creek Watershed standards for stormwater quality, quantity, best management, and erosion control practices. Stormwater for this project will be treated with an infiltration/filtration basin (rain-garden) designed to exceed the standards of both the City of Shoreview and the Rice Creek Watershed District. The location in the right of way area, west of the terminus of Gramsie Road is the preferred location by City Staff. Staff prefers this location due to the Gramsie Road right of way not being developed for the foreseeable future and it will allow the City to better maintain the basin.

The proposed stormwater plan does comply with the City's standards. Comments from the City Engineer are attached.

**Density.** The Comprehensive Plan designates this property as Low-Density Residential (RL), where a development density of zero to four units per acre is allowed. The proposed 3.8 units per acre density on the 1.85 acres proposed for development complies with the Comprehensive Plan.

**Tree Preservation and Landscaping.** The property contains both open and wooded areas. Of the 55 trees surveyed, 17 were designated as landmark trees on the site. The preliminary grading plan identifies that 1 of these will be removed and 16 landmark trees retained.

Tree removal, tree protection, and replacement plans are required with the final grading plan. Replacement trees are required at a rate of 3 replacement trees for each landmark tree removed (Section 209.050 B.2.C.i.bb).

**Outlot A.** The City has concerns regarding the future development of Outlot A. Staff recognizes that the proposed ghost plat access from the north may be limited due to the need to cross to protected wetland areas. Any crossing at this location would need to meet Wetland Conservation Act rules, public water rules and would require a public waters permit.

With the amount of concern that residents have had regarding the ghost plat and the future development of Outlot A, the applicants have inquired as to whether or not the City of Shoreview would be interested in taking ownership over that area. The City staff has had preliminary discussions with the property owners and may be open to accepting the land. It has yet to be determined whether it would be in lieu of the park dedication fee or if it would be a land donation. This would be finalized at the Final Plat stage.

If the City takes ownership, the land would remain in its current state. Further research is needed to analyze any potential use of the property due to the challenging access

problems. The City would not change the Comprehensive Plan guidelines nor impose any restrictions on the lot at this time.

As part of the consideration of this development application, the staff is seeking direction from the City Council regarding the dedication of this land to the City.

### **PUBLIC/AGENCY COMMENT**

Notice of the Public Hearing was published in the City's legal newspapers. Notice was mailed to property owners within 350 feet of the property boundary for both meetings. Eight comments were submitted in response to the notice preceding the meeting and are attached. The comments express concerns that include reduced lot width, environmental impact on nearby wetland and wildlife, increased traffic on Gramsie Road, interstate traffic noise, utilities, stormwater and altering the character of the neighborhood.

#### ***City of Shoreview***

The City Engineer, Tom Wesolowski, submitted comments regarding the wetland buffer area. He stated that based on the City's Surface Water Management Plan (SWMP), Gramsie Pond is a combination of a Type 3 - Shallow Marsh, Type 4 - Deep Marsh, and Type 5 - Shallow Open Water, depending on the location. The wetland classification is not protected, but is considered a high management stormwater area, which means it is moderate to high quality basin that receives some direct stormwater runoff. It also has a water body classification as a Category IV and V which is a storm pond classification and meant for nutrient and sediment removal.

Gramsie pond is natural body of water and not a man made storm pond, which is typical of most storm ponds in the City. During development of the City, stormwater was directed to low areas and wetlands and used as storm ponds.

As per the Storm Water Management Plan, buffers are encouraged for wetland and storm ponds and the proposed buffer width of 16.5' feet would be consistent with buffers around similarly classified water bodies.

#### ***Department of Natural Resources***

Staff at the Department of Natural Resources (DNR) submitted comments regarding the proposed development in an initial memo. They recommend signs along the 16.5 ft wetland buffer area, have concerns about the removal of trees in the shoreland district, and requested that the final plat be able to meet the shoreland standards for percent impervious and for development on steep slopes.

The DNR did submit a follow-up e-mail to their original letter. The follow-up clarified that as a condition of this preliminary plat, MNDNR recommends that the approval be made on the condition that the final plat will be able to meet the City's shoreland standards for percent impervious. DNR staff did not realize that there are different standards for riparian and non-riparian lots within the City's shoreland ordinance.

When reviewing the preliminary plat, it was unclear as to which areas have steep slopes and which have bluffs. Staff made a recommendation that areas of steep slope and areas of bluff be shown on the development submittal so it is clear where these areas are within the proposed plat.

Lastly, regarding the width of the wetland buffer. Under the state shoreland rules, there are no standards for buffer widths from wetlands that do not have a DNR shoreland classification. MNDNR appreciates the City is applying their 16.5 required buffer width to Gramsie Pond. Buffers of vegetation around water bodies provide wildlife habitat, protect water quality, help to stabilize shorelines, and provide vegetation screening.

### ***Rice Creek***

Rice Creek Watershed District followed up to the request for information on whether or not they require a buffer with an e-mail. The e-mail stated that Rice Creek Watershed District does not have any wetland/buffer setback requirements for wetlands. Buffers only come into play with a proposal of on-site mitigation.

### ***Ramsey County***

Staff at Ramsey County Parks commented that they would not have interest in the outlot for a future park at this time. It would be essentially landlocked with little options for recreational activity. If the tower property to the west were to be available, then it may make sense for a County Park as long as there were options for access. Further discussion with County staff may be warranted if the outlot is dedicated to the City.

## **PLANNING COMMISSION**

The Planning Commission held the required Public Hearing, taking public comment, and reviewed the application for Preliminary Plat, as well as variance requests, at their meetings on August 30<sup>th</sup> and September 27<sup>th</sup>.

At the August meeting, five residents expressed concerns regarding environmental impacts, size of lots, the ghost plat and character of the neighborhood in addition to the written comments. Commissioners expressed concern with the proposed 16.5 foot wetland buffer. The Commission tabled the application to request additional information from the Minnesota Department of Natural Resources and the Rice Creek Watershed District.

At the September 27<sup>th</sup> Planning Commission meeting, the Commissioners again took public comment. Several residents expressed concern with the number of lots proposed, the impact on the neighborhood and cited the required variances as evidence that there too many lots proposed.

Commissioners discussed the variances, and identified waiving the key lot requirements would be less impactful than vacating a portion of the right of way as depth is the key

issue with the key lots in this instance. Additionally, there is still sufficient area for the increased rear setback required. The biggest concern of the Commissioners was the buildability of Lot 7 – which met all code requirements.

The Commission approved waiving the Key Lot requirements of Lots 1-5 with a vote of 4-1. The Commission also recommended approval of the preliminary plat and rezoning to the City Council.

A copy of the August 30<sup>th</sup> and September 27<sup>th</sup> meeting minutes are included in this Council packet.

### **RECOMMENDATION**

Staff has reviewed the proposal in accordance with the preliminary plat requirements and rezoning requirements. The preliminary plat generally complies with the City's R1, Detached Residential zoning district and subdivision standards – and a variance has been approved for the reduction of the added depth of the key lots. The Rezoning is consistent with the rezoning criteria. Staff recommend the City Council approve the preliminary plat and rezoning, subject to the following conditions. The rezoning requires 4/5 majority vote by the City Council.

#### **Rezoning**

1. A Development Agreement must be executed prior to the City's issuance of any permits for rezoning.
2. Rezoning is not effective until approvals are received for the Final Plat, the development agreements executed.
3. This approval rezones the property from UND, Urban Underdeveloped to R1, Detached Residential.

#### **Preliminary Plat**

1. The approval permits the development of a detached residential subdivision providing 7 lots for single family residential development and 1 outlot.
2. Final grading, drainage and erosion control plans are subject to the review and approval by the Public Works Director prior to approval of any permits or the Final Plat. Concerns identified by the City Engineer shall be addressed with the Final Plat submittal.
3. Final utility plans are subject to review and approval by the Public Works Director.

4. Comments identified in the memo dated August 23, 2016 from the City Engineer shall be addressed with the Final Plat submittal.
5. A Development Agreement, Erosion Control Agreement shall be executed and related securities submitted prior to any work commencing on the site. A Grading Permit is required prior to commencing work on the site.
6. A Public Recreation Use Dedication fee and/or Land Dedication shall be submitted as required by ordinance prior to release of the Final Plat.
7. The landscape/tree-replanting plan shall be provided in accordance with the City's Tree Protection Ordinance. Trees on the property, which are to remain, shall be protected with construction fencing placed at the tree driplines prior to grading and excavating. Said plan shall be submitted for review and approval by the City Planner prior to submittal of the final plat application.
8. The Final Plat shall include drainage and utility easements along all property lines. Drainage and utility easements along the roadways shall be 10 feet wide and 5 feet wide along the side and rear lot lines. Other drainage and utility easements shall be provided over the proposed bio-filtration area, future public infrastructure and as required by the Public Works Director.
9. The developer shall secure a permit from the Rice Creek Watershed District prior to commencing any grading on the property.
10. The plan submittal for the Final Plat shall identify areas that are classified as steep slopes and bluffs on Lots 1-7.
11. The developer shall erect signs at the edge of the 16.5' wetland buffer area.

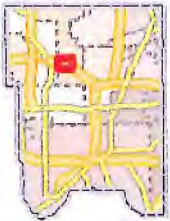
Attachments:









1. Location map
2. August 30, 2016 Planning Commission Minutes
3. September 27, 2016 Draft Planning Commission Minutes
4. Comprehensive Plan – Policy Development Area 13
5. Submitted plans and applicant's statements
6. Comments
  - a. Tom Wesolowski, City Engineer
  - b. Jenifer Sorensen, Minnesota Department of Natural Resources
  - c. Samantha Berger, Rice Creek Watershed District
  - d. Resident comments
7. Motion

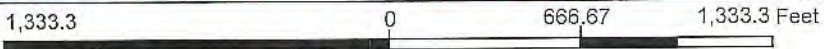
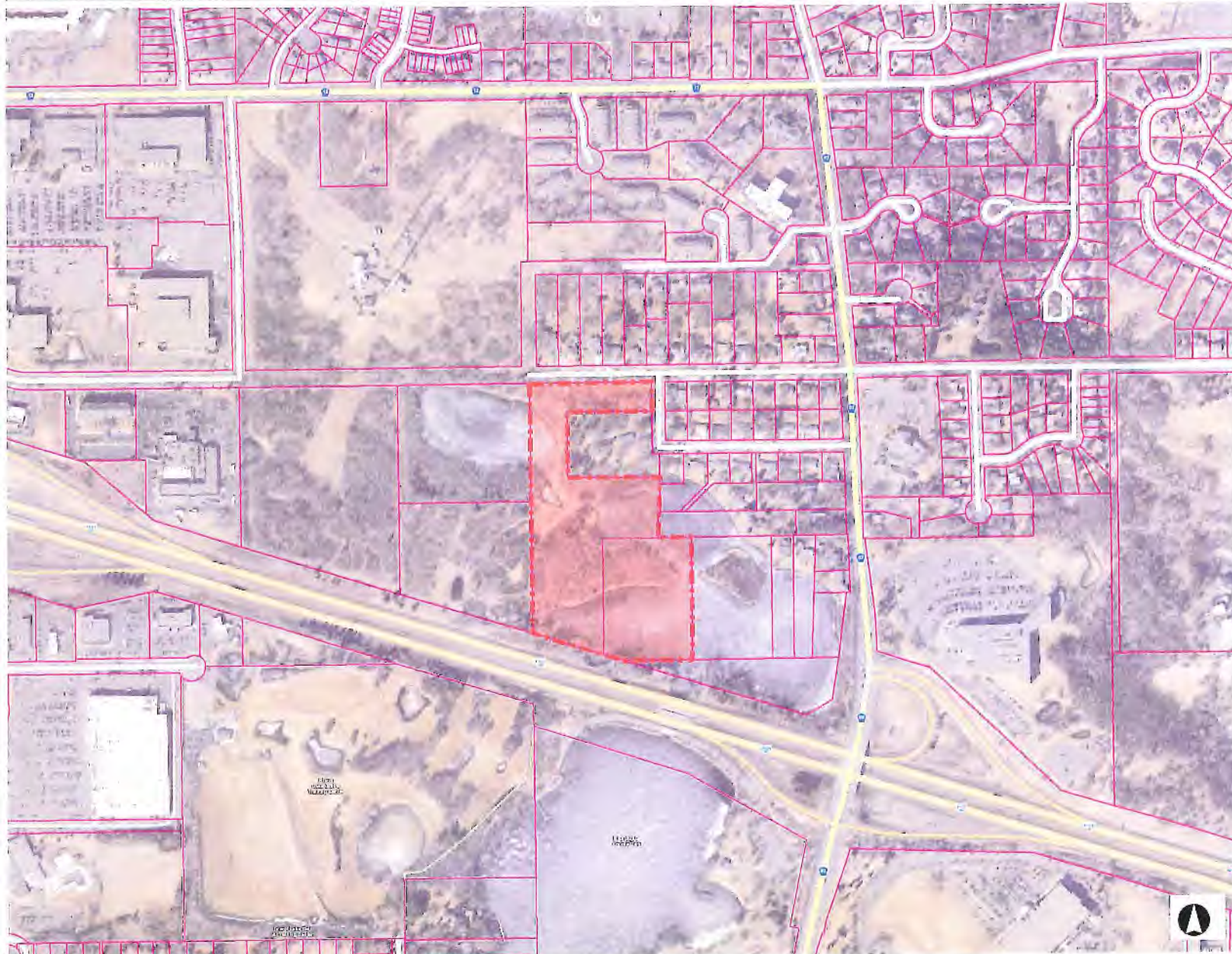


# Location Map

## Legend



-  City Halls
-  Schools
-  Hospitals
-  Fire Stations
-  Police Stations
-  Recreational Centers
-  Parcel Points
-  Parcel Boundaries



NAD\_1983\_HARN\_Adj\_MN\_Ramsey\_Feet  
© Ramsey County Enterprise GIS Division

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.  
**THIS MAP IS NOT TO BE USED FOR NAVIGATION**

## Notes

Enter Map Description

Discussion:

Commissioner Solomonson clarified that condition No. 3 means that the colors and fonts on the pylon sign must match tenant signage on the building.

**VOTE:**

**Ayes - 6**

**Nays - 0**

**PUBLIC HEARING - PRELIMINARY PLAT, REZONING, VARIANCE**

**FILE NO.: 2630-16-29**  
**APPLICANT: GOLDEN VALLEY LAND COMPANY**  
**LOCATION: 0 GRAMSIE ROAD: PINS 26-30-23-13-0027 AND 26-30-23-13-0028**

**Presentation by Economic Development and Planning Associate Niki Hill**

Applications have been submitted for a preliminary plat, rezoning and variance to plat 15.57 acres of vacant land for single-family residential lots. The two parcels are located north of I-694, west of Victoria Street and south of Gramsie Road and east of the tower properties. The zoning is currently UND, Urban Undeveloped.

The proposal is to subdivide the property into 7 lots to build single family detached homes. There is one outlot for future subdivision that will remain zoned UND. The seven lots would be rezoned to R1, Detached Residential. A variance is requested to waive key lot standards for 5 of the proposed lots on the eastern portion of the property. Access to the proposed lots would be from Gramsie Road. Existing sanitary sewer and water on Gramsie Road would be connected to the seven new homes.

The property is in Policy Development Area 13 in the Comprehensive Plan. The land use planned for this property is low density residential. There would be no significant or adverse impact to established residential uses to the north and to the east. The proposal would be 3.81 units per acre in density, not including Outlot A.

The proposed lots comply with the minimum standards of the R1 zoning district, which is a minimum width of 75 feet, a minimum lot depth of 125 feet and minimum area of 10,000 square feet. Five of the proposed lots are key lots, which means that the rear of the lot abuts the side lot line of an adjoining lot. Although key lots are discouraged, additional setback requirements are imposed to reduce the impact to adjacent property when they are developed. The lots comply with the 40-foot structure setback requirement, but they do not have the minimum required depth. A variance is requested to reduce the lot depth for the key lots to 130 feet.

The applicant states that when the property to the south is developed, as shown on the Ghost Plat, the five lots will then abut the future rear lot lines and not be considered key lots. A unique circumstance is that the right-of-way for Gramsie Road is 80 feet, which is 20 feet wider than the standard 60 feet. If a 10-foot right-of-way vacation were requested, the lots would comply with all key lot requirements.



The drainage pattern flows to a wetland area and to Gramsie Pond to the southwest. The storm water management plan complies with Shoreview and Rice Creek Watershed standards for water quality, quantity, best management and erosion control practices. An infiltration basin in the undeveloped Gramsie Road right-of-way will be used to treat storm water. Staff prefers the location of the infiltration basin in the right-of-way west of the Gramsie Road terminus because Gramsie Road right-of-way is not being developed for the foreseeable future. The location west of the terminus will allow better maintenance by the City. The storm water plan complies with City standards.

Proposed grading of the site shows that one of 17 landmark trees will be removed. Tree removal, tree protection and replacements plans are required with the final grading plan. Replacement trees are required at a rate of 3 replacement trees for each landmark tree removed.

The ghost plat shows Outlot A for future development, but it is not binding and does not mean that the neighboring properties are in agreement with the plan. There are concerns about future development of Outlot A due to limited access because of wetland areas. Staff's recommendation is that the applicant study the feasibility of access from the north or west. Staff also recommends consideration of preservation of this property due to limited access.

Staff finds that the proposal is reasonable. The subdivision complies with R1 zoning regulations in lot size and width requirements. Staff agrees that the 80-foot right-of-way is larger than a City street. Approval of the variance will not alter the character of the neighborhood.

Notices were mailed to property owners within 350 feet of the subject property. Eight comments were received expressing concerns about reduced lot width, impact on wetland and wildlife, increased traffic on Gramsie Road. The increased traffic and noise will alter the character of the neighborhood.

The DNR has expressed concern about the development of the ghost plat with a road crossing wetland where Gramsie Pond flows into Island Lake. Such a road would be almost entirely within the 50 feet OHW setback for Island Lake and adjacent to the shoreline of Island Lake. Wetland Conservation Act regulations would have to be followed. There is also concern about removing trees in the shoreland district. Rice Creek Watershed District (RCWD) is currently considering the application.

Staff from Ramsey County Parks are not interested in creating a park on Outlot A because it would be landlocked with few options for recreational activity or access. If the tower property were to become available, there would be access and there may be interest in putting in a park.

Staff finds that the proposed preliminary plat complies with the R1 Detached Residential zoning and subdivision standards. Rezoning is consistent with criteria for rezoning. Approval of the variance is recommended, and staff recommends the application be forwarded to the City Council with a recommendation for approval subject to the listed conditions.

Commissioner Solomonson suggested the proposed homes could be pushed further toward the front lot line to increase the back yard. He asked what access is possible to Outlot A so as not to create a landlocked parcel. Ms. Hill responded that there is access to Outlot A from the west and possibly from the north. City standards allow a front setback range of 25 to 40 feet.

Commissioner McCool asked if there has been any discussion of vacating 10 feet of right-of-way to achieve another 10 feet of lot depth. Ms. Hill answered that no formal request has been submitted.

Commissioner Peterson asked for clarification of the grading on Lot 7. Ms. Hill explained that although there is steep topography, Lot 7 is not in a bluff impact zone. City Code allows grading in the area. Ms. Castle added that a bluff impact zone refers to the grade and height of the slope. Commissioner Peterson noted the building pad is two feet from the buffer zone and asked how construction could occur without encroachment into the buffer zone. Ms. Hill explained that the building pad is where building can occur on the site but is not necessarily the footprint of the home. It is the responsibility of the developer to work within buffer zone regulations.

Chair Doan asked the definition of a ghost plat. He also asked about the soil on Lot 7 and whether the steep grade allows for a buildable lot. Ms. Hill explained that when a large parcel is being developed, the City requires demonstration of probable development patterns in the future from the developer. That is the purpose of the ghost plat, but it is not binding. Lot 7 is outside the 16.5-foot buffer to Gramsie Pond and is buildable.

Commissioner Ferrington asked if the boundaries of the seven lots could be extended 10 feet into the ghost plat so the lots would comply with key lot requirements. Ms. Hill stated that the property shown on the ghost plat is owned by a different party.

City Attorney Beck stated that proper notice has been given for the public hearing.

Chair Doan opened the public hearing.

**Mr. Peter Kinaeble**, Golden Valley Land Company, introduced his co-worker, Matt Pavsek. Both are registered civil engineers and have been doing infill development projects for the last 10 years. They are working with Hanson Builders for construction of the new homes. He stated that the homes will be placed at 25 feet from the front lot line. If the variance is not approved, consideration would be given to applying for the 10-foot right-of-way vacation. It has been confirmed with the DNR that Lot 7 is not a riparian lot. It abuts the Gramsie Pond wetland, not Island Lake. There are no bluff impacts. The definition of a bluff meets a certain slope and reaches a height of 25 feet. The height of the slope on Lot 7 is 19 to 20 feet. There has been a soil engineer testing soils and has confirmed that all the lots are buildable and will meet City standards. The houses across Gramsie Road to the north are close to the 25-foot setback except for the one furthest west which has a deeper setback. It is expected that the outlot to the south will eventually be developed which is the reason for the ghost plat.

**Mr. Dean Hanson**, owner of Hanson Builders, stated he has been in business since 1979. His company is rated 6th in the State of Minnesota. The houses will be green friendly using the following:

- Water saving faucets and toilets
- Maximize natural lighting with windows
- Use local products when possible for a smaller carbon footprint
- Use sustainable materials, such as renewable wood products, stone, natural granites
- Highly energy efficient with high R-Value insulation, high efficiency HAVC systems, energy star windows, energy efficient appliances, heat recovery ventilator, low energy lighting, programmable thermostats

Each house is a custom home, move-up home. The houses are 52 to 54 feet wide. The price range might be \$500,000 to \$800,000.

Commissioner Ferrington asked the type of house that would be built on Lot 7 given the yard restrictions. **Mr. Hanson** stated that the yard would be small, and the back area abutting the wetland would be natural. The attraction will be the view of the pond.

Commissioner McCool asked how the lot width of 75 feet compares to what Mr. Hanson has built in other communities. **Mr. Hanson** responded that he is finding that lots are becoming smaller. He noted a popular development, Copper Creek in Plymouth, has lots that are 52 feet wide.

Chair Doan asked if the property south of Lots 6 and 7 to the peninsula is owned by Hanson Builders. **Mr. Kinable** answered that property is approximately 10 acres and is under purchase agreement to be owned by Golden Valley Land Co. The intention is to retain ownership of Outlot A for possible future development. He added that Lots 6 and 7 are platted at an angle because Gramsie Pond and Island Lake are not considered meandered water and the lot line is platted under water, not the shoreline.

**Mr. Tom Fishlove**, 845 Gramsie, stated that his biggest concern is the lot widths and setbacks for the houses. They will be much closer to Gramsie Road than the houses across the road that have lot widths of 100 feet. He would like to see each lot at 100 feet in width with a setback further than what is being shown due to the housing density of the neighborhood. That will change the character of the neighborhood. He asked if the additional electrical service will mean taking poles down and putting in underground wire. He noted that TJB Homes is marketing Gramsie Woods. He asked the relationship between TJB, and Hanson Builders. At the open house for residents, the prices were estimated between \$450,000 and \$550,000. He asked for clarification from what was stated earlier.

**Mr. Joe Lux**, 770 Gramsie, expressed concern about the ghost plan noting that at this time it is not possible to access Outlot A without crossing wetland. The City's Comprehensive Plan specifically states that access cannot cross protected wetland. The ghost plat should be modified to meet standards in the City's Comprehensive Plan. Also, current zoning of the outlot is as a natural area. The four homes on the point are non-conforming for the land use. Without a Comprehensive Plan Amendment, this plan cannot be approved.

**Ms. Mary O'Neil**, 815 Gramsie Road, noted a letter from Jennifer Sorenson from the DNR. She has been trying to reach Erica Hoglund at the DNR to request an Environmental Assessment Worksheet because of the wildlife that lives in this area. There are endangered bats that live along I-694. Bigger homes than exist in the area are being proposed on smaller lots. In the past, there has been discussion about connecting Gramsie Road to Lexington. She asked if this is again being considered. The neighborhood had previously asked for a sound barrier and were told that the trees provide a natural sound barrier. Trees will be removed with this development and she would like to know how this will be addressed. A final question is the square footage of the finished homes.

**Ms. Heidi Tan**, daughter of Mr. Tan at 808 Randy, stated that the ghost plat is not part of the development application. They are appalled to see the layout with a street cutting through their property. No agreement has been reached on what is shown in the ghost plat. She does not understand the justification for a variance. Rather than 7 homes, 6 homes could be built that are in compliance. The need for 7 lots has not been proven. Although Hanson builds beautiful homes, they do not reflect the styles that exist in the neighborhood. They are overly sized for the lot size. The homes need to be designed with sensitivity to the style that exists in the neighborhood.

**Mr. Mike Tunnel**, 800 Gramsie, stated that character of the neighborhood is subjective. He does not agree with crossing the wetland. Character is a certain type of house, certain size house, certain size of lot. The variance is only requested because Outlot A is not being developed. Should development occur, the lots will no longer be key lots and the variance not necessary. If the development of Outlot A is unlikely, he does not understand why a variance would be granted.

**MOTION:** by Commissioner McCool, seconded by Commissioner Wolfe to close the public hearing.

**VOTE:**

**Ayes - 6**

**Nays - 0**

Commissioner Ferrington asked for clarification of the ownership of the property. Ms. Hill explained that the entire property is owned by the Reiling family and the two lots will be subdivided into 8 parcels--the development of 7 lots, Parcel A and Outlot A, Parcel B, which includes the peninsula into the lake.

Commissioner Peterson quoted from the Surface Water Management Plan that, "wetland buffers may be required by the City to meet the intent of the Surface Water Management Plan, a 16.5 foot buffer is the minimum necessary to protect surface water from adverse developmental impacts. Deviation from this requirement may be approved during the applicable land use approval, including but not limited to Site and Building Plan Review, Subdivision and Planned Unit Development (PUD)." He asked if this application is an opportunity for the City to require an increase to the wetland buffer. Ms. Castle agreed that this process could allow requiring additional buffer.

Commissioner Solomonson stated that one of the reasons given to justify the variance for the key lots is the potential development that would eliminate the key lots. He is not sure that can be assumed. He would like to see the lot widths increased.

Commissioner Ferrington stated that reducing the development to six lots would allow for the added 15 feet of width needed, 90 feet. This would address one of the concerns of neighbors that the lots come closer to approximating the size of other lots in the area. By developing 6 lots with 90-foot widths, there would be no need for a variance.

Commissioner McCool stated that the proposed lots meet Code for width. What is driving the issue of the key lots is depth. There is extra depth with the added 20 feet of right-of-way of Gramsie Road. The setback of 40 feet can be achieved. Increasing lot width to better match the neighborhood is not answering the key lot issue of depth. The width of Gramsie Road right-of-way is a unique circumstance to this application. The ghost plat has no meaning because at this time the developer is choosing to not develop that parcel. If the variance is not granted, the developer could apply for vacation of the right-of-way.

Chair Doan responded to questions from residents. **Mr. Knaeble** stated that TJB Homes was asked to help with marketing studies. That work has been completed and TJB Homes is no longer working on the project. He agreed that at the neighborhood meeting he stated the starting prices would be \$450,000 to \$550,000. The upper range is not known. It is recognized that at this time it would be difficult to develop the property shown on the ghost plat, but it was required as part of the application. Xcel Energy will be installing electrical service. The electrical design cannot be completed until the project is approved. It is not known whether the lines will be buried. He noted that if a 10-foot vacation were requested, the homes would actually be 10 feet closer to the street. It was felt that the variance request would be more appropriate than moving the homes closer to the street.

**Mr. Hanson**, builder, stated that the main floor footprint will range from 1400 to 1600 square feet. The homes will be two stories. The second story is a little larger as it extends over the garage.

Chair Doan asked the Planning Commission's jurisdiction regarding an EAW or sound barrier from I-694. Ms. Castle responded that the City's jurisdiction is specifically to land use of the subject site. The EAW process is under the jurisdiction of the Minnesota Pollution Control Agency (MPCA). This project of 15 acres with 7 new single-family homes does not meet the threshold to require an EAW. The sound barrier is an issue for the Department of Transportation. There are spaces in the community designated as urban, natural or park. Those areas are intended to preserve wildlife corridors. This property is held in private. It is not within the City's Comprehensive Plan or the County plan to make this property into a park. Although there are impacts, staff looks at what has been designated as appropriate zoning in the Comprehensive Plan, which is R1, Detached Residential.

Chair Doan asked the City's position regarding connecting Gramsie Road to Lexington through the tower site. Ms. Castle stated that an extension of Gramsie Road is not in the City's

Comprehensive Plan. When the tower property is eventually developed is when the issue of extending Gramsie will be considered.

Commissioner Solomonson stated that as he reads Section 205.80(D)(1)(f) in the Code, the added setback required to key lots applies to the depth. Ms. Hill referred to subdivision Section 204 which states that 15 feet more depth or width shall be required for key lots. Commissioner Solomonson asked for clarification as to which is required.

City Attorney Beck stated that the 40-foot rear setback is required when the key lot abuts a side lot line. The regulation Ms. Hill refers to is a matter of amount of width or depth. In this case, depth is the issue.

Commissioner Peterson stated that Gramsie Pond is a sensitive area with the water flowing back and forth between it and Island Lake when water is high as it is now. A 16.5-foot buffer does not adequately address the runoff from the 20-foot hill on Lot 7. He would recommend using the state standards of a 25-foot buffer. That would mean developing six lots, not seven. There is inconsistency between the DNR concern about the steep slope and the recommendation that more information be obtained from RCWD.

Commissioner Ferrington agreed with a 25-foot buffer because the vegetation on Lot 7 will be bulldozed and no longer offer Gramsie Pond protection from the hill. Ms. Hill responded by referencing page 4 of the RCWD application which acknowledges the boundary of the existing buffer to the wetland and states that there is no impact of this development to the wetland. Specifically RCWD states that, "A WCA notice of application was given on 7-20-2016, review file 16-028R, and the boundary was noticed and approved on 8-16-2016. There is no proposed impact to the wetland." RCWD is the local government unit governing this wetland. The DNR agrees with the RCWD requirement.

Commissioner McCool asked if impact to the wetland means actual encroachment into the wetland for construction or runoff from the development site. Ms. Castle responded that clarification can be obtained from RCWD.

Chair Doan asked for an explanation of Best Management Practices (BMPs) in regard to runoff. **Mr. Matt Pavek**, stated that he is the engineer who has worked on the runoff issues with RCWD. The wetland buffer will be whatever is recommended by RCWD. The BMP is a way to capture and treat storm water running off from a developed area prior to its discharge downstream. On this project a 16.5 buffer is proposed. It is his experience that is plenty of width for water treatment. Designs are being finalized with RCWD and he is confident everything will be approved to RCWD standards. The DNR has reviewed the plans and approves the 16.5 foot buffer. RCWD is in the process of review. No comments have been made about the buffer, but whatever is recommended will be done.

Commissioner Peterson asked how the water is prevented from draining downhill. **Mr. Pavek** explained that the 16.5-foot buffer is proposed in place of flow through a grassy area or rain garden. The off-site system treats runoff from existing homes and is oversized. There is an

infiltration area that will be added before runoff drains into the pond. This infiltration system is being added to make sure runoff from the development is addressed.

Commissioner Solomonson stated that he would like to table this matter in order to obtain more information from RCWD regarding Lots 6 and 7 because of the conflicting statements from the DNR and RCWD. He would prefer to see six lots developed rather than seven.

Commissioner McCool stated that he is prepared to vote in favor of this application at this meeting. The developer has to get a permit from RCWD before proceeding. It is not up to the Planning Commission to engineer water runoff. He trusts RCWD to address the issue.

Chair Doan referred to Section 209.065 of the Code that refers to the minimum requirement of the City's Surface Water Management Plan that requires a 16.5 foot buffer to address impact from development. He asked if deviation means a reduction as well as an increased buffer. City Attorney Beck stated that typically deviation means a reduction, but he does not know the intent of the Code as he was not with the City when this portion was adopted. Deviation can mean change which would mean either an increase or decrease.

Ms. Hill added that staff did consult with the City Engineer on this issue who stated that a 16.5-foot buffer would be consistent with similarly classified water bodies. No additional buffer was recommended.

**MOTION:** by Commissioner Solomonson, seconded by Commissioner Wolfe to table this matter for an extended review period of 180 days for additional information from RCWD as to whether an increased buffer is recommended.

Discussion:

Commissioner Ferrington stated that she would like more information. This is a good plan, but there are issues with the number of houses and the topography.

Commissioner Peterson supported the motion because the regulation is a minimum of 16.5 feet. An increased buffer would allow better flow of water to the intended source for treatment. Additional technical information is needed to make this decision.

Commissioner McCool opposed the motion because he does not believe it is usual for the Planning Commission to design a buffer system.

Chair Doan stated that the plan complies with City Code. While he understands the concerns, it is difficult as a Planning Commissioner to have codes in place and then arbitrarily reduce the number of lots. He is not sure vacating 10 feet of right-of-way to achieve compliance would mitigate impacts. It may push houses closer to the street and have more negative impacts for neighbors. Tabling will allow the process to resolve the issues discussed. He is in favor of the motion.

Commissioner McCool offered an amendment to the motion, seconded by Commissioner Peterson to extend the review period an additional 60 days. Commissioners Solomonson and Wolfe accepted the amendment.

#### **VOTE ON THE AMENDMENT**

**Ayes - 6**

**Nays - 0**

#### **VOTE ON THE MOTION AS AMENDED**

**Ayes - 5**

**Nays - 1 (McCool)**

Chair Doan called a break at 9:55 p.m. and reconvened the meeting at 10:00 p.m.

#### **PUBLIC HEARING - COMPREHENSIVE PLAN AMENDMENT, REZONING, PRELIMINARY PLAT, PUD-DEVELOPMENT STAGE**

**FILE NO.: 2630-16-30**  
**APPLICANT: ELEVAGE DEVELOPMENT GROUP LLC**  
**LOCATION: 3527 RICE STREET**

#### **Presentation by City Planner Kathleen Castle**

On April 18, 2016, the City Council approved a 5-story mixed use building with 134 apartments and 6,800 square feet of commercial space and 14 townhome units on this property. A total of 274 off-street parking stalls were provided.

The applicant seeks to incorporate the property at 3527 Rice Street (recently acquired) into the approved development. The parking plan is modified to increase surface parking and reduce the amount of underground parking originally proposed. Access shown off Rice Street would not be a full access drive but would be for emergency vehicles only. Access is off County Road E.

The preliminary plat would combine 3527 Rice Street as Lot 2 of the mixed use building site. The plat is consistent with the City's subdivision standards.

The Comprehensive Plan Amendment includes a change of land use for the property from low density residential to mixed use. Adjacent land uses are low density residential, commercial, mixed use and office/commercial. The mixed use designation is appropriate because of the proximity of this property to the approved development. PUD zoning is consistent with the approved zoning for the mixed use development. Using the property at 3527 for additional surface parking will not have an adverse impact on adjacent land owners. The parking setbacks exceed the City's minimum 20 feet from residential property. The setback at the north lot line is 24 feet; the setback at the west lot line is 34 feet.

When the plan was approved, a deviation in parking was allowed to reduce the required parking. The revised parking plan increases the number of surface stalls and reduces the number of



setback from the front property line to 175.5 feet. These approvals are subject to the following conditions:

1. The project must be completed in accordance with the plans submitted as part of the Residential Design Review application. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission.
2. This approval will expire after one year if a building permit has not been issued and work has not begun on the project.
3. Impervious surface coverage shall not exceed 25% of the total lot area as a result of this project. Foundation area shall not exceed 18%.
4. Seven landmark trees will be removed as a result of the development, and eight replacement trees are required. A cash surety to guarantee the replacement trees shall be submitted prior to issuance of a building permit.
5. A tree protection plan shall be submitted prior to issuance of a demolition permit. The approved plan shall be implemented prior to the commencement of work on the property and maintained during the period of construction. The protection plan shall include wood chips and protective fencing at the drip line of the retained trees.
6. A final site grading, stormwater management and erosion control plan shall be submitted prior to the issuance of a building permit for the project. This plan shall include a phased, or sequenced, erosion control and stormwater management plan that details the methods that will be used during the phases of the project, and is subject to the approval of the City Engineer.
7. A permit from the Ramsey Washington Metro Watershed District shall be obtained, if required, prior to the issuance of a building permit.
8. A Mitigation Affidavit shall be executed prior to the issuance of a building permit for the new residence.
9. A building permit must be obtained before any construction activity begins.
10. This approval is subject to a 5-day appeal period.

This approval is based on the following findings:

1. The proposed improvement is consistent with the policies of the Comprehensive Plan, including the Land Use and Housing Chapters.
2. The proposal is consistent with the City's housing policies regarding housing, neighborhood reinvestment, and life-cycle housing.
3. Practical difficulty is present as stated in Resolution 15-86.

VOTE:                      Ayes - 5                      Nays - 0

**PRELIMINARY PLAT, REZONING, VARIANCE**

**FILE NO.:                      2630-16-29**  
**APPLICANT:                GOLDEN VALLEY LAND COMPANY**  
**LOCATION:                    0 GRAMSIE ROAD; PINS 26-30-23-13-0027; 26-30-23-13-0028**

**Presentation by Economic Development and Planning Associate Niki Hill**

A preliminary plat, rezoning and variance applications have been submitted to develop 15.57 acres of vacant land for single-family residential lots. The property is north of I-694, west of Victoria Street, south of Gramsie Road and east of the tower properties.

The property would be subdivided into 7 lots for single-family detached homes with one outlot for future subdivision. Rezoning would be for R1, Detached Residential. The outlot would remain zoned UND (Undeveloped). The variance would waive depth standards for five of the lots which are key lots and do not meet the required lot depth for a key lot.

This application was reviewed at the August 30, 2016 Planning Commission meeting. The matter was tabled for further investigation of the wetland buffer area.

The City Engineer's review states that the wetland classification is not protected but classified as a high management area. This means that Gramsie Pond is a moderate to high quality basin that receives some direct storm water runoff. Gramsie Pond is a natural body of water that is used for storm water runoff in the area. The Storm Water Management Plan encourages buffers from wetland and storm water ponds. The proposed buffer of 16.5 feet is consistent with buffers around similarly classified water bodies.

Jenifer Sorenson from the MN DNR submitted a letter and follow-up email on this issue. She states that approval should be on condition that the final plat will meet the City's shoreland standards for the percentage of impervious surface. She recommends that any steep slope or bluff areas be shown on the development submittal so it is clear where these are located within the proposed plat. She further stated that state shoreland rules do not have standards for buffer widths from wetlands if there is no DNR shoreland classification.

The Rice Creek Watershed District (RCWD) states that there are no requirements for wetland buffer setbacks. Buffers are only considered with a proposal that has on-site mitigation. The applicants received a permit from RCWD on September 14, 2016.

Noting the amount of concern regarding future development of Outlot A, the applicants have approached the City about donating the land to the City. There have been preliminary discussions about accepting the land either in lieu of the park dedication fee or as a land donation. This would be finalized with the Final Plat. Should the City take ownership, the land would remain undeveloped. Research would be needed to determine potential use given the challenging access problems. The Comprehensive Plan would not change its guidelines and would not impose any restrictions on the outlot at this time.

Staff is able to make affirmative findings for the preliminary plat and rezoning as well as the variances to waive lot depth requirements for the five key lots. Staff recommends the Planning Commission forward a recommendation for approval to the City Council with the conditions listed in the staff report.

Commissioner Solomonson asked if above the ordinary high water (OHW) mark of the pond would be taken out of the calculation for the buffer and whether there is a natural divide between Gramsie Pond and Island Lake. Ms. Castle answered that the OHW is in the calculation. Mr.

Warwick added that the the survey indicates that the OHW for Island Lake and Gramsie Pond are different and two distinct bodies of water.

Commissioner Peterson noted signage for the buffer recommended by the DNR. His concern is that at some time in the future the property owner may remove the trees and ground cover for the buffer and plant turf to the edge of the pond. Ms. Hill stated that the DNR does not have regulations over the buffer. Signage has been suggested to help define the buffer so it is not disturbed. Ms. Castle added that the signage will specifically identify the buffer and require that it be maintained in its natural state. It would be an enforcement action on the part of the City if the buffer were disturbed in the future.

**Mr. Matt Pavek**, Project Engineer, stated that the work done since the last meeting is to clarify the wetland areas and buffer. Since that meeting the RCWD permit has been received. Lot 7 will work well with a walkout design. The slope is 3:1. The grading will make it look less dramatic, and the house will fit well. He noted that the outlot would be difficult to develop and serious consideration is being given to donate it to the City.

Commissioner Solomonson asked if the current high water is above the buffer area. **Mr. Pavek** answered that the low floor elevations are established at 2 feet above the 100-year elevation of Gramsie Pond. Any home will be well protected from flood issues.

Chair Doan opened the discussion to public comment.

**Mr. Dave O'Neill**, 815 Gramsie Road, asked if the grading will push dirt into the pond. Gramsie Road east of Victoria has flooded 3 of the last 4 years. It is difficult to judge a 100-year flood. There has always been a direct water connection between the pond and Island Lake. The neighborhood has spacious lots with moderate houses. The proposed lots will look squeezed in with 3-story homes that tower above surrounding houses. Big development on small lots is not what Shoreview wants. Neighbors have known that property would be developed, but what has previously been discussed is five lots at 100 feet in width. He would like the Planning Commission to recommend five lots with current setbacks and 100-foot lot widths with no variations.

**Ms. Mary Hanson**, 799 Randy Avenue, agreed with Mr. O'Neill. The lot sizes are too small. The lots should be 10 feet wider with no seventh lot. A variance would not be necessary if the lots were wider. There would also be more protection for the wetland. When trees are removed from Lot 7, water will flow onto the Tan property which will be flooded. Mr. Reiling requested the City to allow 75-foot lots 25 years ago and was turned down with a requirement for 85-foot lots.

**Mr. Brian Hanson**, 799 Gramsie, supported the comments of the previous two speakers. It makes sense to take width from Lot 7 to make 5 or 6 lots wider, or donate a portion of Lot 7 that would provide access to the outlot peninsula.

**Mr. Joel Lux**, 770 Randy Avenue, stated that the pond and lake are connected by wetland that is wet almost all the time, even in times of drought. He is encouraged that the outlot may be a donation.

**Ms. Heidi Tan**, 808 Randy Avenue, stated that the layout of the key lots is justification for the variance and based on the ghost plat. However, the ghost plat is only a concept sketch. A variance would not be necessary if the lots were widened. Chair Doan responded that his understanding is that the lots for development are key lots because the rear lot lines will abut the side property line of the Tan property. Ms. Hill added that if the ghost plat were developed, the lots would no longer be key lots because the rear property lines would abut rear lot lines. The other justification for the variance is the 80-foot right-of-way on Gramsie Road. If that right-of-way were a standard width of 60 to 65 feet, the lots would meet depth requirements. The key lots will maintain 40-foot rear setbacks.

**Ms. Tan** requested that the comments from the DNR and City Engineer become requirements for the project.

**Mr. Dean Hanson**, Builder, clarified that City regulations for lot width is 75 feet. He agreed with residents that the 3-story homes he was originally proposing are too big. The homes he proposes to build will be smaller with a foundation area that ranges from 1100 square feet to 1450 square feet. It is important to be good neighbors and for the new development to fit in. No wetlands, including the buffer, will be touched during development. To help prevent interference with the buffer in the future, there will be signage with sprinkling systems that clearly mark the buffer line. There will be no water runoff onto neighboring properties. Runoff will be contained on each lot with rain gardens and other measures.

Commissioner Thompson asked what guarantee there will be for the houses to be smaller and whether a condition should be added to the motion. Ms. Castle responded that the City does not have maximum square footage requirements or authority to regulate the size of homes to be built. The controlling factors are lot width and maximum impervious surface coverage. The developer could apply private covenants to the land. City Attorney Beck agreed that the City has no authority over the size home built. The size home would have to be determined between the purchaser and the builder.

Commissioner Solomonson referred to Section 209.065, Surface Water Management and asked whether the 16.5 foot buffer is a minimum or if the City could make it larger. Ms. Castle explained that a 16.5 foot buffer is a minimum. In order to require a larger buffer, a direct impact would have to be shown that creates a need for the larger buffer.

Commissioner Peterson stated that the delicate nature of the pond is different from other drainage areas. The steep slope may be grounds for making the buffer larger. If only six lots were developed, the buffer would be wider and the increased lot width would make the variance unnecessary. Ms. Castle further explained that there would have to be a direct connection to water quality to justify a greater buffer.

City Attorney Beck stated that the issue with the key lots is that the rear lot lines abut the adjacent side lot line. That is why depth is the issue, not width. Also, Code states that the required buffer width is 16.5 feet. If the Commission does consider increasing the buffer, he would strongly recommend a finding of fact to justify the reason for the increase.

Chair Doan requested staff to state the specific variance and deviations requested. Ms. Hill stated that the applicant has requested the City to waive the key lot requirement that depth be 15 feet deeper than the zoning district standards for the five eastern lots. The reasons for the request is that Gramsie Road has 80 feet of right-of-way, wider than the standard 60 feet, and when the lot to the south develops, the rear lot lines will abut rear lot lines. The lots will no longer be key lots.

Commissioner Solomonson noted that if a right-of-way vacation request were made, the lots would meet the required depth. Also, as long as the Tan property remains in its current configuration, the new lots will be key lots. It is difficult to give rationale to increase the buffer, even though it is a shallow area to a steep slope, but his big concern is building on the seventh lot. It is difficult to see where a house would be built. Larger lots are needed. For this reason, he cannot support the proposal.

Commissioner Peterson stated that his concern is that justification for a wider buffer is not to be found in the information presented from expert resources. He would recommend adopting all DNR recommendations but would also suggest the City ordinance be reviewed for possible change. The application should be approved with the DNR condition.

Commissioner Thompson asked the reason six lots were not considered instead of seven since no variance would then be required. Ms. Hill stated that with six lots, there would still be the depth deviation. A lot width of 75 feet meets City Code. A decision cannot be arbitrarily made to require wider lots. Mr. Warwick added that the key lot width and depth requirements were adopted in tandem with increased setback requirements. The increased setback is the main priority. The area of lot is secondary to insure buildable area.

Chair Doan stated that the challenge with a 10-foot vacation to the right-of-way in order to not have a variance is that the houses would be shifted north, closer to the houses across the street, which is already a concern for neighbors. By not allowing the variance, a negative impact would result for the neighborhood.

Commissioner Peterson agreed. He also echoed the concern for building on the seventh lot, but without information from experts to provide a rationale for a wider buffer, the proposal should be approved.

Commissioner Wolfe stated that he agrees with Commissioner Solomonson's statements. He also has a big concern about building on the seventh lot.

Chair Doan stated that while he has concerns about the seventh lot, it does meet code requirements. It would be arbitrary to vote against something without justification. Ms. Castle clarified that the variance is only for lot Nos. 1 through 5. Lots 6 and 7 comply with the Code.

Commissioner Solomonson asked if the variance needs to be decided if there is not agreement on the preliminary plat. Ms. Castle explained that the Commission's discretion is with the variance and whether it meets the criteria to be approved. To request that lot Nos. 6 and 7 be combined when the lots meet Code requirements would exceed the Commission's authority.

City Attorney Beck agreed with staff and stated that the Commission's task regarding Lot Nos. 6 and 7 is to determine whether they meet Code requirements without a variance.

**MOTION:** by Commissioner Peterson, seconded by Commissioner Wolfe to adopt Resolution 16-79 approving the variances to waive the Key Lot requirements for Lots 1-5 and to recommend the City Council approve preliminary plat and rezoning submitted by Peter Knaeble, Golden Valley Land Co. to subdivide and develop the property at 0 Gramsie Road into 7 lots for single-family detached homes and 1 outlot. Said recommendation for approval is subject to the following conditions, with an additional condition No. 11 for the Preliminary Plat that the developer shall erect signs at the edge of the 16.5 wetland buffer area.

### **Rezoning**

1. A Development Agreement must be executed prior to the City's issuance of any permits for rezoning.
2. Rezoning is not effective until approvals are received for the Final Plat, the development agreements executed.
3. This approval rezones the property from UND, Urban Underdeveloped to R1, Detached Residential.

### **Preliminary Plat**

1. The approval permits the development of a detached residential subdivision providing 7 lots for single family residential development and 1 outlot for future development.
2. Final grading, drainage and erosion control plans are subject to the review and approval by the Public Works Director prior to approval of any permits or the Final Plat. Concerns identified by the City Engineer shall be addressed with the Final Plat submittal.
3. Final utility plans are subject to review and approval by the Public Works Director.
4. Comments identified in the memo dated August 23, 2016 from the City Engineer shall be addressed with the Final Plat submittal.
5. A Development Agreement, Erosion Control Agreement shall be executed and related securities submitted prior to any work commencing on the site. A Grading Permit is required prior to commencing work on the site.
6. A Public Recreation Use Dedication fee and/or Land Dedication shall be submitted as required by ordinance prior to release of the Final Plat.
7. The landscape/tree-replanting plan shall be provided in accordance with the City's Tree Protection Ordinance. Trees on the property, which are to remain, shall be protected with construction fencing placed at the tree driplines prior to grading and excavating. Said plan shall be submitted for review and approval by the City Planner prior to submittal of the final plat application.
8. The Final Plat shall include drainage and utility easements along all property lines. Drainage and utility easements along the roadways shall be 10 feet wide and 5 feet wide

along the side and rear lot lines. Other drainage and utility easements shall be provided over the proposed bio-filtration area, future public infrastructure and as required by the Public Works Director.

9. The developer shall secure a permit from the Rice Creek Watershed District prior to commencing any grading on the property.
10. The plan submittal for the Final Plat shall identify areas that are classified as steep slopes and bluffs on Lots 1-7.
11. The developer shall erect signs at the edge of the 16.5' wetland buffer area.

#### **Variances**

1. This approval is subject to approval of the Preliminary Plat application by the City Council.
2. A minimum setback of 40-feet from the South (rear) lot line is required for the principal and accessory structures developed on Lots 1-5.
3. This approval will expire after one year if the subdivision has not been recorded with Ramsey County.
4. This approval is subject to a 5-day appeal period.

#### **Discussion:**

Chair Doan noted that the under discussion for donation in lieu of a park dedication fee. He asked if he should offer an amendment to that effect to the motion before a second. City Attorney Beck stated that change should be part of the motion. If offered as an amendment after the second, then the amendment has to be voted on prior to the motion.

Commissioner Peterson accepted the addition of Chair Doan to note the outlet is being considered for a donation.

Commissioner Solomonson stated that he cannot support the proposal because he believes the buffer should be increased, which would reduce the number of lots. There is ambiguity in the statement from the DNR. There have been comments on how the pond is connected to Island Lake. Yet the DNR looks at the pond as a separate wetland. If the pond were identified as part of Island Lake, the buffer required would be greater.

Commissioner Thompson stated that she is not comfortable with Lot 7, but the variance is for Lot Nos. 1 through 5, so she will support the motion.

Chair Doan stated that while he is concerned about Lot 7, it does meet Code requirements and he will support the motion.

#### **VOTE:**

**Ayes - 4**

**Nays - 1 (Solomonson)**

Chair Doan stated that the Planning Commission did not have a preconceived outcome for this application. The Planning Commission discussion covered all facets before making this decision.

compatible with nearby residential areas is desired. Traffic concerns must be addressed to ensure compatibility with the adjoining residential land uses.

The multi-designations T, Tower, BPK, Business Park, RM, Medium Density Residential and RL, Low-Density Residential is established for the 170-foot by 597-foot Telefarm property located north of Crystal Avenue. Low-density residential is the desired use if the tower use ceases, however, medium density residential may also be suitable due the property's location adjacent to medium and high-density residential developments. The redevelopment of this area should take into consideration the impact on existing residential neighborhoods, the site's natural features and the road network. The guy wires must be removed before any portion of the property is used for residential purposes.

### **13. Tan (808 Randy Avenue)/Reiling Properties**

This site includes the property at 808 Randy Avenue and the Reiling property located east of the Telefarm property (960 County Road F) and west of Island Lake.

**Tan Property/North Reiling Property.** All of the Tan property and the northern 500 feet of the Reiling property (adjoining the Tan property on three sides) make up an area that is planned for RL, Low-density residential use because this area is a continuation of the single-family dwelling neighborhood to the north and east.

**Reiling Property West Of Island Lake.** The City believes that the highest and best use of this property consists of high-amenity O, Office and/or BPK, Business Park uses.

#### **Policies**

**Tan Property/North Reiling Property.** A conventional single-family dwelling lot pattern is desired south of Gramsie Road compatible with the existing dwellings north of that street. A unified development scheme is desired for the remainder of these properties. Cluster development, via a planned unit development, may be considered to maximize setbacks from wetland areas and from the non-residential uses planned to the south and southwest, provided the proposal is compatible in building mass and style with the nearby single-family dwellings. Such development assumes that the existing dwelling at 808 Randy Avenue would be removed.



**Reiling Property West Of Island Lake.** The City's planned use is for this area to be developed as part of a unified business park development scheme with the tower property. It would be preferable for this property to be accessed from the west to avoid the need to disturb the wetlands in this area and intrude upon a residential neighborhood.

However, the City acknowledges that this property may be effectively landlocked, as presently designated, if the tower property does not redevelop or if access cannot be otherwise gained through the tower property. Therefore, when a development plan is submitted for the properties to the north, the City may consider changing the land use designation to residential for this property, if the owner wishes to gain access from the north.

If access is proposed from the north, the owner must demonstrate that: 1) the access route will not cross protected wetlands; 2) any required wetland mitigation can be accomplished; and 3) this property will be included in the development plans for the abutting property to the north of Gramsie Road.

#### **14. United Tower Property**

This 51-acre property overlooks the Grass Lake open space. Although the United Television Tower is likely to remain for some years, there is an opportunity for a corporate headquarters and comparable facilities on this site.

#### **Policies**

The designation of this parcel is O/BPK/T/ROS/RL, Office/Business Park/Tower/Recreation Open Space/Low Density Residential. The northern portion of the site is suitable for low-density residential development because it is adjacent to existing single-family residential neighborhoods. Although residential development is near the site and is a potential land use for this PDA, a job-intensive headquarters environment may be the highest and best use for the buildable areas of the site and would take advantage of its amenities. The portion of the site adjacent to Grass Lake is considered as Recreation Open Space and planned for incorporation into the adjacent regional park when the area is developed. Any development should be properly buffered from surrounding residential uses and preserve existing wetlands and significant natural features. Traffic problems represents a major consideration.

#### **15. Ambassador Baptist Church Property.**

This PDA includes three properties owned by Ambassador Baptist Church and two adjoining single-family residences. The property at 3620 Lexington Avenue is developed with the Church facility and other associated improvements. The Church also owns the properties at 1084 and 1090 Island Lake Avenue, which are established with single-family residential homes but used for church related activities. This PDA also includes the two single-family homes immediately east of these properties, 1076 and 1072 Island Lake Avenue. A "dead end" section of Island Lake Avenue separates the single-family uses from the church use. The Island Lake Avenue/Lexington Avenue intersection was closed when a new intersection alignment was

## **Golden Valley Land Company**

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Golden Valley, MN 55422  
(612-309-9215; Peter Knaeble)  
([peterknaeble@gmail.com](mailto:peterknaeble@gmail.com))

### **GRAMSIE WOODS, SHOREVIEW NARRATIVE FOR PRELIMINARY PLAT, REZONING AND VARIANCE APPLICATIONS 8/22/16**

Golden Valley Land Company is proposing a seven lot residential land development project for the 15.57 ac. vacant land site that is located at the southwest corner of Gramsie Road and Randy Ave. in Shoreview. The site is currently zoned UND-Urban Undeveloped and is privately owned.

The proposed project would be for seven single family lots along Gramsie Road to be rezoned to R1-Detached Residential from the current UND-Urban Undeveloped. All seven lots will meet or exceed all of the dimensional R1 standards, except for the "key lot" standards which will require a variance (see below). The southern outlot will remain zoned UND-Urban Undeveloped. This proposed rezoning is consistent with the policies of the Comprehensive Guide Plan, and with the general purpose and intent of the development regulations. The proposed rezoning will not significantly or adversely impact the planned use of the surrounding property.

The City's Comprehensive Guide Plan (PDA #13) currently shows the north 500' of this site guided for RL-Low Density Residential, and the south portion of the site guided for O-Office or BPK-Business Park. We are not proposing to change the Comprehensive Plan at this time.

This site is also located in the Shoreland Management area because it is within 1000' of the OHW of Island Lake (General Development Waters). The proposed seven lots meet or exceed all of the requirements for nonriparian lots.

Stormwater for this project will be treated with an infiltration/filtration basin (raingarden) designed to exceed the standards of the both the City of Shoreview and the Rice Creek Watershed District. These standards account for both infiltration and rates of runoff from the site. According to the City Code (206.010J7), raingardens are "strongly encouraged" to increase infiltration of stormwater. The seven new homes will utilize the existing sanitary sewer and watermain on Gramsie Road.

The additional traffic from these seven new homes will be approximately 70 trips/day. These additional trips will not exceed the capacity of Gramsie Road. We would expect the majority of these trips will go west on Gramsie Road, and then south on Victoria St. to Hwy. 694. We had our surveyor and our certified tree inspector prepare a tree survey of this property. Of

the 55 trees surveyed, only 17 were designated “landmark” trees. According to our preliminary Tree Preservation Plan, we will be removing and replacing four “landmark” trees.

### Variance Request

According to the City’s subdivision standards (204.030C9&10) “key lots” are to be discouraged, and if used shall be 15’ deeper or wider than the zoning district requires. A “key lot” is defined as “any lot, the rear lot line of which abuts the side lot line of one or more adjoining lots or parcels, or any lot, the side lot line of which abuts the rear lot line of one or more adjoining lots or parcels.”

Our proposed seven lot residential development abuts the undeveloped 2.7 acre estate property to the south owned by Mr. Oranuj Tan. Per the City’s definition of “key lots,” the rear lot lines of our proposed Lots 1-5, abut the side lot line of the undeveloped Tan estate property, are therefore technically “key lots.”

According to the City’s subdivision standards, these five “key lots” would need to be 15’ wider or deeper than the zoning district standards. We are requesting a variance for these five lots from the “key lot” requirements. When the Tan estate property develops, per our submitted future Ghost Plat, these five lots will abut the future rear lot lines, and will therefore technically not be defined as “key lots.”

We believe that this variance request complies with the purpose and intent of the provisions of City Code 201.010, and with the policies of the City’s Comprehensive Guide Plan. We also believe that there are practical difficulties in complying with the “key lot” provisions of the Shoreview Development Regulations.

We are proposing to develop this property in a reasonable manner that is consistent with the intent of the City’s zoning district standards. We believe it is unreasonable to apply the “key lot” standards to a large undeveloped abutting estate property. The intent of the “key lot” ordinance is to maintain an adequate distance between the homes that are on “key lots.” Our proposed homes will be over 150’ from the existing Tan property home. When the Tan property develops in the future (per the proposed Ghost Plat), our lots will not longer be classified as “key lots.”

Our variance request is due to the unique circumstance that we are subdividing our property adjacent to a large undivided estate property that is technically (and only temporarily) a “key lot.” If the Tan property were developed per the Ghost Plat shown, we would not need any variances since we would not have any “key lots.” The other unique circumstance for this property is that the current Gramsie Road right-of-way is 80 feet, instead of the City standard 60 feet for a residential street (Randy Ave. has a 60 foot right-of-way). If the typical 60 foot road right-of-way was used for Gramsie Road, our lot depths would all be at 140’ instead of 130’, thus not required a variance from the “key lot” requirements.

If this variance is granted, it would not alter the essential character of the neighborhood. The neighborhood is currently residential single family homes and is zoned R1. Our proposed seven lots on Gramsie Road will also be for single family residential homes. Due to the temporary nature of this variance, the essential character of the neighborhood will not be changed.

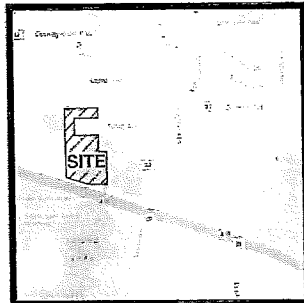




# CERTIFICATE OF SURVEY

~for~GOLDEN VALLEY LAND COMPANY  
~of~ GRAMSIE ROAD PARCEL  
VICINITY MAP

PART OF SEC. 26, TWP. 30, R. 23



RAMSEY COUNTY, MINNESOTA  
(NO SCALE)

## LEGAL DESCRIPTION

Parcel A:

That part of the South Half of the Northeast Quarter of Section 26, Township 30, Range 23, Ramsey County, Minnesota, described as follows:  
Commencing at the Northwest corner of the South Half of the Northeast Quarter of Section 26, Township 30, Range 23, running thence South to the Southwest corner of said South Half of the Northeast Quarter being the center of Section 26, thence East 20 rods to the Southwest corner of a certain 30 acre tract conveyed by Simon and Anna Marjess to Paulina Hamerick by deed dated October 15, 1881 in "101" of Deeds, page 321; thence North on the West line of said last mentioned tract 34 2/7 rods to the Northwest corner of the tract so deeded to Paulina Hamerick, thence East on the North line of land so deeded to Paulina Hamerick to the center line of public highway running North and South through middle of said South Half of the Northeast Quarter of said Section 26, thence North along middle of said highway to the North line of said South Half of the Northeast Quarter, thence West along the North line of said South Half of the Northeast Quarter to the Northwest corner thereof, and the point of beginning, intending to convey land described in "247" of Deeds, page 62.

Except the following three tracts of land:

Tract One:

Commencing on the North and South Quarter Section line of Section 26 distant 585.71 feet North of the center of said Section, thence Easterly parallel with the East and West Quarter Section line to the center line of Victoria Street being the point of beginning of land to be described; thence Northerly along the center line of Victoria Street 120 feet, thence Westerly parallel with the East and West Quarter Section line 885.24 feet thence Southerly and parallel with the North and South Quarter section line 120 feet, thence Easterly 890.33 feet to the point of beginning, subject to Victoria Street, which was conveyed to Clifford Ingwell by a Warranty Deed dated July 19, 1954, and recorded in "1454" of Deeds, page 115.

Tract Two:

All that part of the South 1/2 of the Northeast Quarter Section 26, Township 30, Range 23, lying Westerly of the center line of Victoria Street, except the West 585.42 feet and except the South 685.71 feet thereof, subject to Victoria Street, entitled "Island Lake Hills".

Tract Three:

The South 300 feet of the North 470 feet of the East 412.42 feet of the West 585.42 feet of the Southeast Quarter of the Northeast Quarter of Section 26, Township 30, Range 23, subject to an easement for road purposes over the East 30 feet thereof, which was conveyed by Warranty Deed to Leland A. Holm and Barbara L. Holm, husband and wife, dated May 12, 1955 and recorded in "1498" of Deeds, page 47.

Parcel B:

That part of the South 585.71 feet of the East 2310 feet of the Northeast Quarter (NE 1/4) of Section 26, Township 30 North, Range 23 West, lying West of a line described as follows:  
Commencing at the East Quarter (1/4) corner of said Section, thence West along the South line of said Northeast Quarter (NE 1/4) of said Section a distance of 1802.43 feet; thence deflecting 90° right for a distance of 565.71 feet and thence terminating; subject to trunk highway 694-393, and except Parcel 2518 of trunk highway 694-393, according to the U.S. Government survey thereof on file and of record in the office of the Register of Deeds in and for Ramsey County, Minnesota.

Abstract Property

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

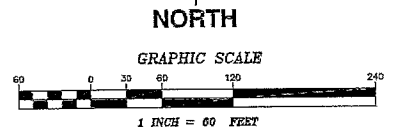
JASON E. RUD

Date: 7/21/2016 License No. 41578

**E. G. RUD & SONS, INC.**  
Professional Land Surveyors  
6776 Lake Drive NE, Suite 110  
Lino Lakes, MN 55014  
Tel. (651) 361-8200 Fax (651) 361-8701

## BENCHMARK

INDOT CSD STATION #101271  
INDOT NAME: 9285 AB  
ELEVATION: 966.245 (NAVD 88)



TAG #	TRUNK DIAMETER	SPECIES
777	3"	COTTONWOOD
778	12"	LIM-AMERICAN
779	16"	LIM-AMERICAN
780	12"	COTTONWOOD
781	12"	COTTONWOOD
782	34"	COTTONWOOD
783	24"	COTTONWOOD
784	12"	COTTONWOOD
785	12"	WILLOW
786	12"	BIRCH
787	12"	BLACK WALNUT
788	12"	BLACK WALNUT
789	24"	COTTONWOOD
790	12"	COTTONWOOD
791	24"	COTTONWOOD
792	12"	COTTONWOOD
793	24"	COTTONWOOD
794	12"	ASPEL
795	12"	ASPEL
796	24"	ASPEL
797	24"	ASPEL
798	24"	ASPEL
799	24"	COTTONWOOD
800	12"	COTTONWOOD
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899	12"	COTTONWOOD
900	12"	COTTONWOOD

## NOTES

Field survey was completed by E.G. Rud and Sons, Inc. May of 2016.

Bearings shown are on Ramsey County datum.

Curb shots are taken at the top and back of curb.

This survey is based upon information found in the commitment for title insurance prepared by First American Title Insurance Company, issued by its agent, Land Title, Inc., dated effective April 22, 2016 at 8:00 A.M.: L.T. File No. 537616.

Contours shown are a compilation of field measurements and MNGEO lidar distribution.

Wetland delineation and tree inventory was completed by Jacobson Environmental.

Parcel Tax I.D. #s: 26-30-23-13-0027  
26-30-23-13-0028

NO.	DATE	DESCRIPTION	BY
1	7/21/16	ADDITIONAL TRPO	BPN
2			
3			

## LEGEND

(TREES TAGGED PER JACOBSON ENVIRONMENTAL. SOME TAGGED TREES LIED OUTSIDE OF THE PARCEL AND WERE NOT FIELD LOCATED)

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RLS# 41578
- DENOTES CATCH BASIN
- DENOTES CURB STOP
| + | DENOTES EXISTING SPOT ELEVATION |
| — | DENOTES GUY WIRE |
| — | DENOTES HYDRANT |
| — | DENOTES POWER POLE |
| — | DENOTES SANITARY SEWER MANHOLE |
| — | DENOTES SIGN |
| — | DENOTES SOIL BORING, (BY OTHERS) |
| — | DENOTES STORM SEWER MANHOLE |
| — | DENOTES WATER VALVE |
| — | DENOTES EXISTING CONTOURS |
| — | DENOTES OVERHEAD WIRES |
| — | DENOTES EXISTING SANITARY SEWER |
| — | DENOTES EXISTING STORM SEWER |
| — | DENOTES EXISTING WATERMAIN |
| — | DENOTES WOOD FENCE LINE |
| — | DENOTES EDGE OF WETLAND |
| — | DENOTES BITUMINOUS SURFACE |

REVISION SUMMARY
DATE/DESCRIPTION

SITE SURVEY

C0.1

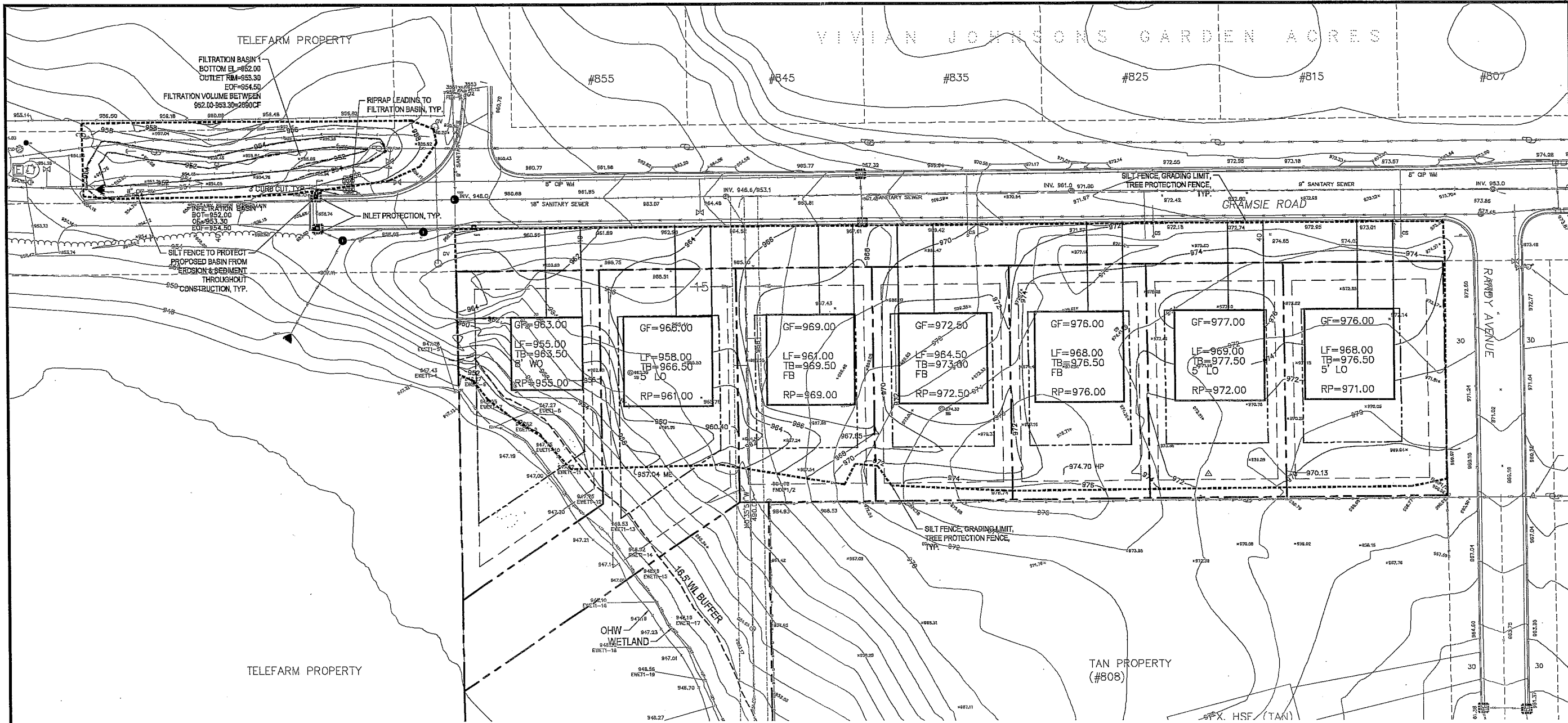
GRAMSIE ROAD & RANDY AVENUE, SHOREVIEW, MN 55126  
**GOLDEN VALLEY LAND COMPANY**  
6001 GLENWOOD AVENUE GOLDEN VALLEY, MN 55422

PRELIMINARY PLA

© COPYRIGHT 2016 CIVIL SITE GROUP INC.

DIFFERENCE (EX. VS PROP.)

----	PROPERTY LINE
- - - -	DRAINAGE AND UTILITY EASEMENT LINE
----	SETBACK LINE
----	WETLAND BUFFER LINE
----	OHW SETBACK LINE
=====	CURB AND GUTTER-SEE NOTES
(T.O.)	TIP OUT GUTTER WHERE APPLICABLE-SEE PLAN



GENERAL GRADING NOTES:

- SEE SITE PLAN FOR HORIZONTAL LAYOUT & GENERAL GRADING NOTES.
- THE CONTRACTOR SHALL COMPLETE THE SITE GRADING CONSTRUCTION (INCLUDING BUT NOT LIMITED TO SITE PREPARATION, SOIL CORRECTION, EXCAVATION, EMBANKMENT, ETC.) IN ACCORDANCE WITH THE REQUIREMENTS OF THE OWNER'S SOILS ENGINEER. ALL SOIL TESTING SHALL BE COMPLETED BY THE OWNER'S SOILS ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL REQUIRED SOIL TESTS AND INSPECTIONS WITH THE SOILS ENGINEER.
- GRADING AND EXCAVATION ACTIVITIES SHALL BE PERFORMED IN ACCORDANCE WITH THE NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT REQUIREMENTS & PERMIT REQUIREMENTS OF THE CITY.
- PROPOSED SPOT GRADES ARE FLOW-LINE FINISHED GRADE ELEVATIONS, UNLESS OTHERWISE NOTED.
- GRADES OF WALKS SHALL BE INSTALLED WITH 5% MAX. LONGITUDINAL SLOPE AND 1% MIN. AND 2% MAX. CROSS SLOPE, UNLESS OTHERWISE NOTED.
- PROPOSED SLOPES SHALL NOT EXCEED 3:1 UNLESS INDICATED OTHERWISE ON THE DRAWINGS. MAXIMUM SLOPES IN MAINTAINED AREAS IS 4:1.
- PROPOSED RETAINING WALLS, FREESTANDING WALLS, OR COMBINATION OF WALL TYPES GREATER THAN 4' IN HEIGHT SHALL BE DESIGNED AND ENGINEERED BY A REGISTERED RETAINING WALL ENGINEER. DESIGN DRAWINGS SHALL BE SUBMITTED FOR REVIEW AND APPROVAL PRIOR TO CONSTRUCTION.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTENANCE OF GRADE STAKES THROUGHOUT THE DURATION OF CONSTRUCTION TO ESTABLISH PROPER GRADES. THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR A FINAL FIELD CHECK OF FINISHED GRADES ACCEPTABLE TO THE ENGINEER/LANDSCAPE ARCHITECT PRIOR TO TOPSOIL AND SEEDING ACTIVITIES.
- IF EXCESS OR SHORTAGE OF SOIL MATERIAL EXISTS, THE CONTRACTOR SHALL TRANSPORT ALL EXCESS SOIL MATERIAL OFF THE SITE TO AN AREA SELECTED BY THE CONTRACTOR, OR IMPORT SUITABLE MATERIAL TO THE SITE.
- EXCAVATE TOPSOIL FROM AREAS TO BE FURTHER EXCAVATED OR REGRADED AND STOCKPILE IN AREAS DESIGNATED ON THE SITE. THE CONTRACTOR SHALL SALVAGE ENOUGH TOPSOIL FOR RESPREADING ON THE SITE AS SPECIFIED. EXCESS TOPSOIL SHALL BE PLACED IN EMBANKMENT AREAS, OUTSIDE OF BUILDING PADS, ROADWAYS AND PARKING AREAS. THE

- CONTRACTOR SHALL SUBCUT CUT AREAS, WHERE TURF IS TO BE ESTABLISHED, TO A DEPTH OF 6 INCHES. RESPREAD TOPSOIL IN AREAS WHERE TURF IS TO BE ESTABLISHED TO A MINIMUM DEPTH OF 6 INCHES.
- FINISHED GRADING SHALL BE COMPLETED. THE CONTRACTOR SHALL UNIFORMLY GRADE AREAS WITHIN LIMITS OF GRADING, INCLUDING ADJACENT TRANSITION AREAS. PROVIDE A SMOOTH FINISHED SURFACE WITHIN SPECIFIED TOLERANCES, WITH UNIFORM LEVELS OR SLOPES BETWEEN POINTS WHERE ELEVATIONS ARE SHOWN, OR BETWEEN SUCH POINTS AND EXISTING GRADES. AREAS THAT HAVE BEEN FINISH GRADED SHALL BE PROTECTED FROM SUBSEQUENT CONSTRUCTION OPERATIONS, TRAFFIC AND EROSION. REPAIR ALL AREAS THAT HAVE BECOME RUINED BY TRAFFIC OR ERODED BY WATER OR HAS SETTLED BELOW THE CORRECT GRADE. ALL AREAS DISTURBED BY THE CONTRACTOR'S OPERATIONS SHALL BE RESTORED TO EQUAL OR BETTER THAN ORIGINAL CONDITION OR TO THE REQUIREMENTS OF THE NEW WORK.
  - PRIOR TO PLACEMENT OF THE AGGREGATE BASE, A TEST ROLL WILL BE REQUIRED ON THE STREET AND/OR PARKING AREA SUBGRADE. THE CONTRACTOR SHALL PROVIDE A LOADED TADAM ANGLE TRUCK WITH A GROSS WEIGHT OF 25 TONS. THE TEST ROLLING SHALL BE AT THE DIRECTION OF THE SOILS ENGINEER AND SHALL BE COMPLETED IN AREAS AS DIRECTED BY THE SOILS ENGINEER. THE SOILS ENGINEER SHALL DETERMINE WHICH SECTIONS OF THE STREET OR PARKING AREA ARE UNSTABLE. CORRECTION OF THE SUBGRADE SOILS SHALL BE COMPLETED IN ACCORDANCE WITH THE REQUIREMENTS OF THE SOILS ENGINEER.
  - TOLERANCES
    - THE BUILDING SUBGRADE FINISHED SURFACE ELEVATION SHALL NOT VARY BY MORE THAN 0.30 FOOT ABOVE, OR 0.30 FOOT BELOW, THE PRESCRIBED ELEVATION AT ANY POINT WHERE MEASUREMENT IS MADE.
    - THE STREET OR PARKING AREA SUBGRADE FINISHED SURFACE ELEVATION SHALL NOT VARY BY MORE THAN 0.65 FOOT ABOVE, OR 0.10 FOOT BELOW, THE PRESCRIBED ELEVATION OF ANY POINT WHERE MEASUREMENT IS MADE.
    - AREAS WHICH ARE TO RECEIVE TOPSOIL SHALL BE GRADED TO WITHIN 0.30 FOOT ABOVE OR BELOW THE REQUIRED ELEVATION, UNLESS DIRECTED OTHERWISE BY THE ENGINEER.
    - TOPSOIL SHALL BE GRADED TO PLUS OR MINUS 1/2 INCH OF THE SPECIFIED THICKNESS.
  - MAINTENANCE

- THE CONTRACTOR SHALL PROTECT NEWLY GRADED AREAS FROM TRAFFIC AND EROSION, AND KEEP AREA FREE OF TRASH AND DEBRIS.
- CONTRACTOR SHALL REPAIR AND REESTABLISH GRADES IN SETTLED, ERODED AND RUINED AREAS TO SPECIFIED TOLERANCES, DURING THE CONSTRUCTION, IF REQUIRED, AND DURING THE WARRANTY PERIOD. ERODED AREAS WHERE TURF IS TO BE ESTABLISHED SHALL BE RESEED AND MULCHED.
- WHERE COMPLETED COMPACTED AREAS ARE DISTURBED BY SUBSEQUENT CONSTRUCTION OPERATIONS OR ADVERSE WEATHER, CONTRACTOR SHALL SCRIFY, SURFACE, RESHAPE, AND COMPACT TO REQUIRED DENSITY PRIOR TO FURTHER CONSTRUCTION.

CITY OF SHOREVIEW GRADING NOTES:

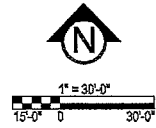
- RESERVED FOR CITY SPECIFIC GRADING NOTES.

EROSION CONTROL NOTES:

SEE SWPPP ON SHEETS SW1.0-SW1.4

GRADING PLAN LEGEND:

- |                                       |  |
|---------------------------------------|--|
| 891                                   | EX. 1" CONTOUR ELEVATION INTERVAL  |
| 819                                   | 1.0' CONTOUR ELEVATION INTERVAL  |
| 891.0                                 | SPOT GRADE ELEVATION (FLOW LINE UNLESS OTHERWISE NOTED)                            |
| 891.0 G                               | SPOT GRADE ELEVATION GUTTER  |
| 891.0 BC                              | SPOT GRADE ELEVATION BACK OF CURB (TOP OF CURB)                                    |
| 891.0 BS/TS                           | SPOT GRADE ELEVATION BOTTOM OF STAIRS/TOP OF STAIRS                                |
| T.O.                                  | TIP OUT (T.O.) CURBS AND GUTTER WHERE APPLICABLE - TAPER GUTTERS TO DRAIN AS SHOWN |
| EXISTING AND PROPOSED DRAINAGE ARROWS |  |



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

*Matthew R. Pavlek*  
DATE 7/25/16 LICENSE NO. 44263

ISSUE/SUBMITTAL SUMMARY  
DATE DESCRIPTION  
7/25/16 PRELIMINARY PLAT SUBMITTAL

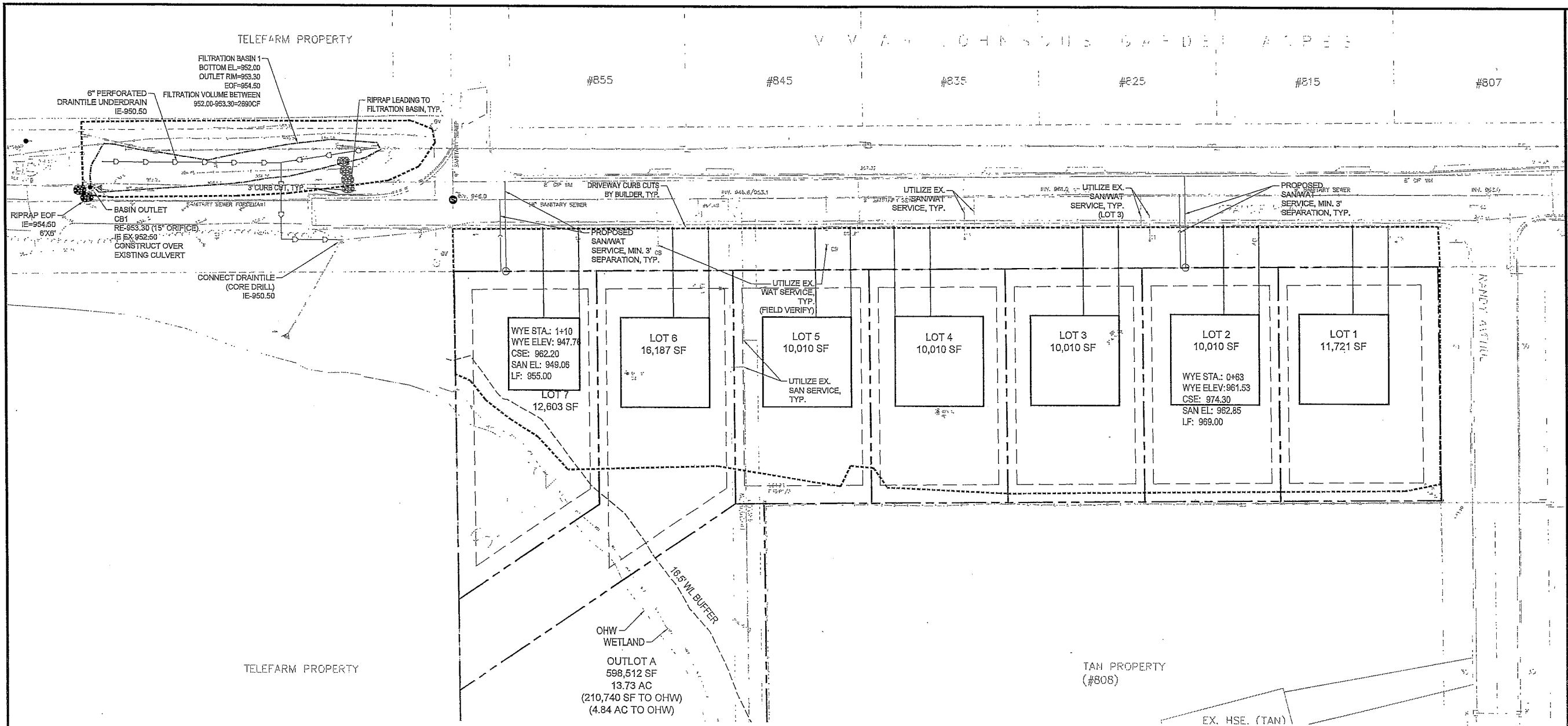
REVISION SUMMARY  
DATE DESCRIPTION

PROJECT NUMBER: 16102

PRELIMINARY  
GRADING/EROSION  
CONTROL PLAN

**C2.0**





#### GENERAL UTILITY NOTES:

- SEE SITE PLAN FOR HORIZONTAL DIMENSIONS AND LAYOUT.
- CONTRACTOR SHALL FIELD VERIFY LOCATION AND ELEVATION OF EXISTING UTILITIES AND TOPOGRAPHIC FEATURES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ENGINEER OF DISCREPANCIES OR VARIATIONS FROM THE PLANS.
- ALL EXISTING UTILITY LOCATIONS SHOWN ARE APPROXIMATE. CONTACT "GOPHER STATE ONE CALL" (851-454-0002 OR 800-254-1168) FOR UTILITY LOCATIONS, 48 HOURS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL REPAIR OR REPLACE ANY UTILITIES THAT ARE DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.
- UTILITY INSTALLATION SHALL CONFORM TO THE CURRENT EDITION OF "STANDARD SPECIFICATIONS FOR WATER MAIN AND SERVICE LINE INSTALLATION" AND "SANITARY SEWER AND STORM SEWER INSTALLATION" AS PREPARED BY THE CITY ENGINEERS ASSOCIATION OF MINNESOTA (CEAM), AND SHALL CONFORM WITH THE REQUIREMENTS OF THE CITY AND THE PROJECT SPECIFICATIONS.
- CASTINGS SHALL BE SALVAGED FROM STRUCTURE REMOVALS AND RE-USED OR PLACED AT THE DIRECTION OF THE OWNER.
- ALL WATER PIPE SHALL BE CLASS 52 DUCTILE IRON PIPE (DIP) UNLESS OTHERWISE NOTED.
- ALL SANITARY SEWER SHALL BE SDR 26 POLYVINYL CHLORIDE (PVC) UNLESS OTHERWISE NOTED.
- ALL STORM SEWER PIPE SHALL BE HDPE UNLESS OTHERWISE NOTED.
- PIPE LENGTHS SHOWN ARE FROM CENTER TO CENTER OF STRUCTURE OR TO END OF FLARED END SECTION.
- UTILITIES ON THE PLAN ARE SHOWN TO WITHIN 6" OF THE BUILDING FOOTPRINT. THE CONTRACTOR IS ULTIMATELY RESPONSIBLE FOR THE FINAL CONNECTION TO BUILDING LINES. COORDINATE WITH ARCHITECTURAL AND MECHANICAL PLANS.
- CATCH BASINS AND MANHOLES IN PAVED AREAS SHALL BE SUMPED 0.04 FEET. ALL CATCH BASINS IN GUTTERS SHALL BE SUMPED 0.15 FEET PER DETAILS. RIM ELEVATIONS SHOWN ON THIS PLAN DO NOT REFLECT SUMPED ELEVATIONS.
- ALL FIRE HYDRANTS SHALL BE LOCATED 5 FEET BEHIND BACK OF CURB UNLESS OTHERWISE NOTED.
- HYDRANT TYPE, VALVE, AND CONNECTION SHALL BE IN ACCORDANCE WITH CITY REQUIREMENTS. HYDRANT EXTENSIONS

ARE INCIDENTAL.

- A MINIMUM OF 8 FEET OF COVER IS REQUIRED OVER ALL WATERMAIN, UNLESS OTHERWISE NOTED. EXTRA DEPTH MAY BE REQUIRED TO MAINTAIN A MINIMUM OF 18" VERTICAL SEPARATION TO SANITARY OR STORM SEWER LINES. EXTRA DEPTH WATERMAIN IS INCIDENTAL.
- A MINIMUM OF 18 INCHES OF VERTICAL SEPARATION AND 10 FEET OF HORIZONTAL SEPARATION IS REQUIRED FOR ALL UTILITIES, UNLESS OTHERWISE NOTED.
- ALL CONNECTIONS TO EXISTING UTILITIES SHALL BE IN ACCORDANCE WITH CITY STANDARDS AND COORDINATED WITH THE CITY PRIOR TO CONSTRUCTION.
- CONNECTIONS TO EXISTING STRUCTURES SHALL BE CORE-DRILLED.
- COORDINATE LOCATIONS AND SIZES OF SERVICE CONNECTIONS WITH THE MECHANICAL DRAWINGS.
- COORDINATE INSTALLATION AND SCHEDULING OF THE INSTALLATION OF UTILITIES WITH ADJACENT CONTRACTORS AND CITY STAFF.
- ALL STREET REPAIRS AND PATCHING SHALL BE PERFORMED PER THE REQUIREMENTS OF THE CITY. ALL PAVEMENT CONNECTIONS SHALL BE SAWCUT. ALL TRAFFIC CONTROLS SHALL BE PROVIDED BY THE CONTRACTOR AND SHALL BE ESTABLISHED PER THE REQUIREMENTS OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MMUTCD) AND THE CITY. THIS SHALL INCLUDE BUT NOT BE LIMITED TO: SIGNAGE, BARRICADES, FLASHERS, AND FLAGGERS AS NEEDED. ALL PUBLIC STREETS SHALL BE OPEN TO TRAFFIC AT ALL TIMES. NO ROAD CLOSURES SHALL BE PERMITTED WITHOUT APPROVAL BY THE CITY.
- ALL STRUCTURES, PUBLIC AND PRIVATE, SHALL BE ADJUSTED TO PROPOSED GRADES WHERE REQUIRED. THE REQUIREMENTS OF ALL OWNERS MUST BE COMPLIED WITH. STRUCTURES BEING RESET TO PAVED AREAS MUST MEET OWNERS REQUIREMENTS FOR TRAFFIC LOADING.
- CONTRACTOR SHALL COORDINATE ALL WORK WITH PRIVATE UTILITY COMPANIES.
- CONTRACTOR SHALL COORDINATE CONNECTION OF IRRIGATION SERVICE TO UTILITIES. COORDINATE THE INSTALLATION OF IRRIGATION SLEEVES NECESSARY AS TO NOT IMPACT INSTALLATION OF UTILITIES.

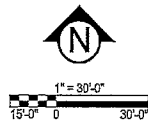
- CONTRACTOR SHALL MAINTAIN AS-BUILT PLANS THROUGHOUT CONSTRUCTION AND SUBMIT THESE PLANS TO ENGINEER UPON COMPLETION OF WORK.
- ALL JOINTS AND CONNECTIONS IN STORM SEWER SYSTEM SHALL BE GASTIGHT OR WATERTIGHT, APPROVED RESILIENT RUBBER JOINTS MUST BE USED TO MAKE WATERTIGHT CONNECTIONS TO MANHOLES, CATCHBASINS, OR OTHER STRUCTURES.

#### CITY OF SHOREVIEW UTILITY NOTES:

- RESERVED FOR CITY SPECIFIC UTILITY NOTES.

#### UTILITY LEGEND:

- MANHOLE OR CATCH BASIN
- MANHOLE OR CATCH BASIN
- CATCH BASIN
- WATER MAIN
- SANITARY SEWER
- STORM SEWER



**CivilSite**  
GROUP

4301 W. 95TH ST, SUITE 200  
ST. LOUIS PARK, MN 55415  
CivilSiteGroup.com  
Matt Pavlek 783-213-5944 Pat Sarver 953-280-2003

#### GRAMSIE WOODS

GRAMSIE ROAD & RANDY AVENUE, SHOREVIEW, MN 55126

**GOLDEN VALLEY LAND COMPANY**

6001 GLENWOOD AVENUE, GOLDEN VALLEY, MN 55422

PROJECT

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

*Matthew R. Pavlek*  
Matthew R. Pavlek  
DATE 7/25/16 LICENSE NO. 44263

ISSUE/SUBMITTAL SUMMARY  
DATE DESCRIPTION  
7/25/16 PRELIMINARY PLAT SUBMITTAL

REVISION SUMMARY  
DATE DESCRIPTION

PROJECT NUMBER: 16102

PRELIMINARY  
UTILITY PLAN

**C3.0**

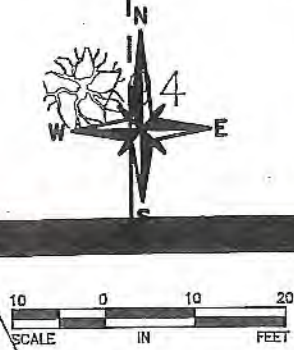
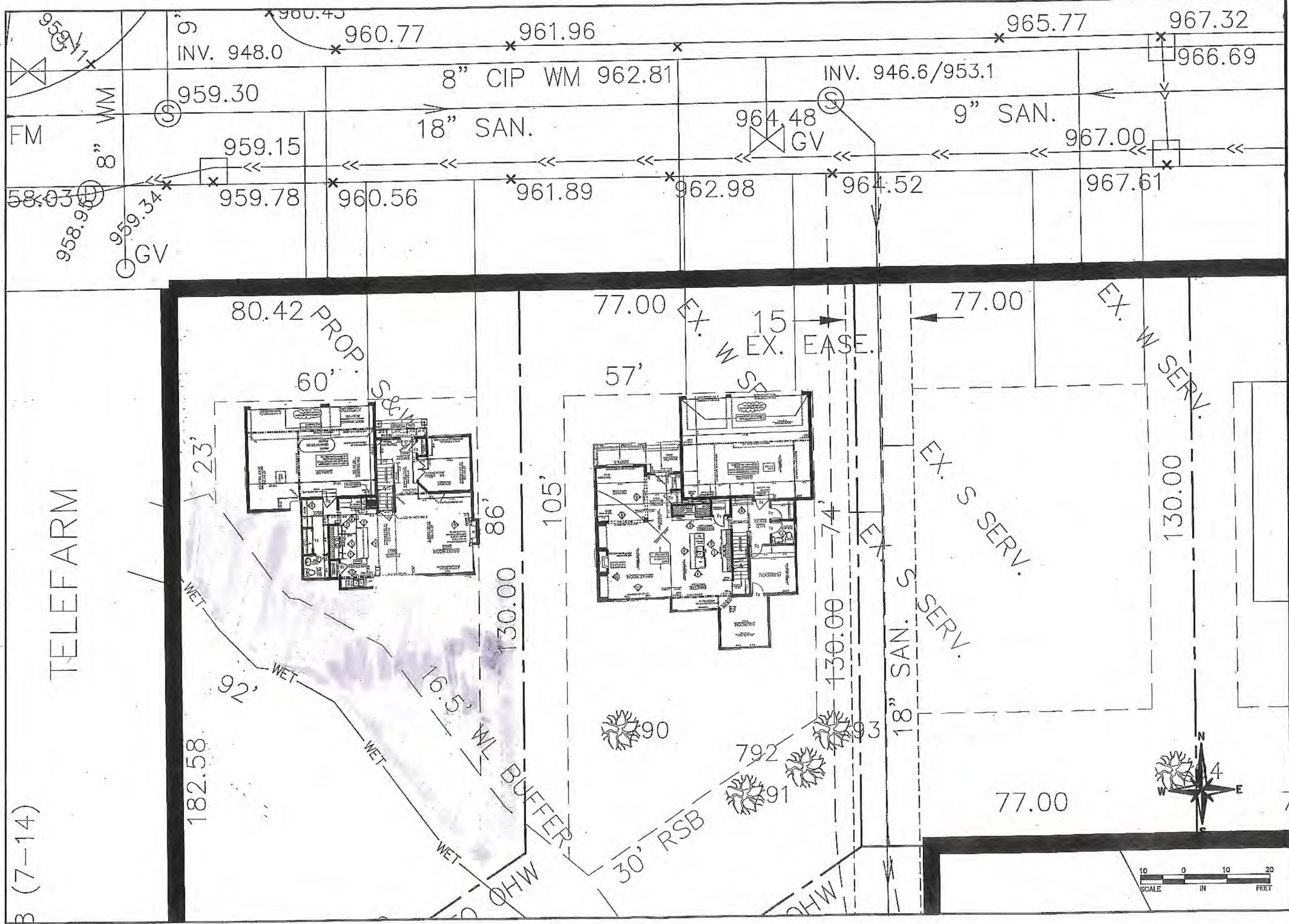
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B (7-14)

TELEFARM



Terra Engineering, Inc. 6001 Glenwood Avenue Minneapolis, Minnesota 55422 612-309-9215	
DESIGNED P.J.K. DRAWN H.A.L. CHECKED P.J.K.	
I hereby certify that this plan or specification was prepared by me or under my direct supervision, and that I am a duly Licensed Engineer under the laws of the State of Minnesota. Peter J. Knack Peter J. Knack P.E. Date: _____ Reg. No. 14844	
SHEET TITLE LOTS 6 & 7	PROJECT GRAMSIE WOODS SHOREVIEW, MN
DATE 9/1/16	PROJECT NO. 16-001
SHEET NO. 6	

Date: August 23, 2016

To: Niki Hill, Economic Development and Planning Associate

From: Tom Wesolowski, City Engineer

Subject: Gramsie Road - Preliminary Plat, Rezoning, and Variance for Proposed Subdivision – Golden Valley Land Co.

The City of Shoreview Engineering staff has reviewed the preliminary plat, drainage and grading plan, and stormwater management report for the proposed subdivision and has the following comments:

1. The proposed project is located within the jurisdiction of the Rice Creek Watershed District (RCWD). The entire development will disturb more than 1-acre and a permit from the RCWD will be required. The City requires that all information that is submitted to Rice Creek, as it relates to the proposed development, also be sent to the City of Shoreview.
2. Engineering staff has met with the developer and discussed stormwater management for the proposed development. It was agreed the developer would construct a regional bio-filtration treatment pond on City property that is adjacent to the subdivision. Due to the location of the pond, portions of the run-off from the new development and also runoff from the area located to the north of the development would be treated. The developer has met with the RCWD and they support the proposed stormwater management plan.
3. Water main and sanitary sewer main are located within the Gramsie Road right of way and available to provide service to the proposed lots. Existing water and sewer service lines are installed to the property lines of 5 of the 7 proposed lots. For the 2 remaining lots water and sanitary sewer services will need to be installed.
4. The sanitary sewer easement between Lots 5 and 6 has to be shown on the new plat.
5. The proposed development was presented to the Environmental Quality Committee at their August 22<sup>nd</sup> meeting. The Committee requests the developer consider the use of solar panels for the new homes and also the use of geothermal heating and cooler for the west most property.





Nicole Hill <nhill@shoreviewmn.gov>

---

## Gramsie Road proposal

---

Tom Wesolowski <twesolowski@shoreviewmn.gov>

Tue, Aug 30, 2016 at 2:53 PM

To: Kathleen Castle <kcastle@shoreviewmn.gov>, Nicole Hill <NHill@shoreviewmn.gov>

In response to Kent's comments and questions.

Based on the City's Surface Water Management Plan (SWMP), Gramsie Pond is a combination of a Type 3 - Shallow Marsh, Type 4 - Deep Marsh, and Type 5 - Shallow Open Water, depending on the location. The wetland classification is not a protected wetland, but a high management, which means it is moderate to high quality basin that receives some direct stormwater runoff. It also has a water body classification as a Category IV and V, which is a storm pond classification and meant for nutrient and sediment removal.

Gramsie pond is natural body of water and not a man made storm pond, which is typical of most storm ponds in the City. During development of the City, stormwater was directed to low areas and wetlands and the areas were converted to storm ponds. Do not know why it is not considered as part of Island Lake. Most likely it is because at a normal water level it is a separate water body and only connects to the lake when the level is high.

As per the SWMP, buffers are encouraged for wetland and storm ponds and the proposed buffer width of 16.5' feet would be consistent with buffers around similarly classified water bodies.

Let me know if you have any questions.

Thank you, Tom

**Tom Wesolowski, P.E. | City Engineer**

City of Shoreview

4600 Victoria St. N.

Shoreview, MN 55126

[twesolowski@shoreviewmn.gov](mailto:twesolowski@shoreviewmn.gov)

Direct Tel: 651-490-4652

Fax: 651-490-4696

On Mon, Aug 29, 2016 at 4:43 PM, Kathleen Castle <kcastle@shoreviewmn.gov> wrote:

Lets talk tomorrow with Niki.

Kathleen Castle

City Planner

City of Shoreview

651-490-4682

[kcastle@shoreviewmn.gov](mailto:kcastle@shoreviewmn.gov)

[Quoted text hidden]



MINNESOTA DEPARTMENT OF NATURAL RESOURCES  
CENTRAL REGION  
1200 WARNER ROAD  
SAINT PAUL, MN 55106  
651-259-5800

Date: 08/25/2016

City of Shoreview  
Niki Hill, Economic Development and Planning Associate  
4600 Victoria Street North  
Shoreview, MN 55126

Re: MNDNR Comments on Gramsie Woods Preliminary Plat, Shoreview

Niki:

Thank you for the opportunity to review the Gramsie Woods preliminary plat, which subdivides the north end of PID 263023130027 into seven lots located just south and west of the intersection of Randy Avenue and Gramsie Road, Shoreview. Below are MNDNR's comments:

- DNR recommends that the City install signs along the edge of the 16.5 foot wetland buffer on Gramsie Pond to designate the location of the start of the buffer and discourage encroachment of activities into the buffer. DNR recommends that Shoreview require a City drainage easement over the buffer that restricts activities in the buffer area.
- Plan sheet C4 shows that three mature trees will be removed. What is the reason that these trees are planned for removal? If trees must be removed within the shoreland district, MNDNR recommends that justification for tree removal be provided and that a tree replacement plan be a condition of their removal.
- As a condition of approval of this preliminary plat, MNDNR recommends that the approval be made on the condition that the final plat will be able to meet the shoreland standards for percent impervious (30% in Shoreview shoreland district) and for development on steep slopes and bluffs. From a desktop review of the preliminary plat rectified to existing parcel lines and displayed with two foot contours (see attached map), it appears that the building footprint on Lot 7 is within a bluff impact zone or at least within an area of steep slopes. The layout of this lot and the other lots should be reconfigured as needed to ensure that they meet shoreland standards for bluffs and steep slopes.

Shown with the preliminary plat is a ghost plat for development of the south part of the parcel. Of primary concern to MNDNR on the ghost plat is the road crossing located where Gramsie Pond (public water wetland 62021800) flows into Island Lake (public water 62007502). The proposed road where the two water bodies meet is almost entirely within the 50 foot OHW setback from Island Lake, adjacent to the shoreline of Island Lake, and would be located within the boundary of Gramsie Pond. In addition to two public waters at this location, the floodplain boundary within Island Lake extends into where the road would be located and there are likely Wetland Conservation Act (WCA) regulated wetlands at this

[mndnr.gov](http://mndnr.gov)



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MINNESOTA DEPARTMENT OF NATURAL RESOURCES  
CENTRAL REGION  
1200 WARNER ROAD  
SAINT PAUL, MN 55106  
651-259-5800

location as well. Any crossing at this location would need to meet WCA rules and public water rules and would require a public waters permit. MNDNR recommends that the feasibility of a crossing at this location be reexamined to determine if it can be built to meet shoreland, floodplain, WCA, and public waters regulations.

Sincerely,

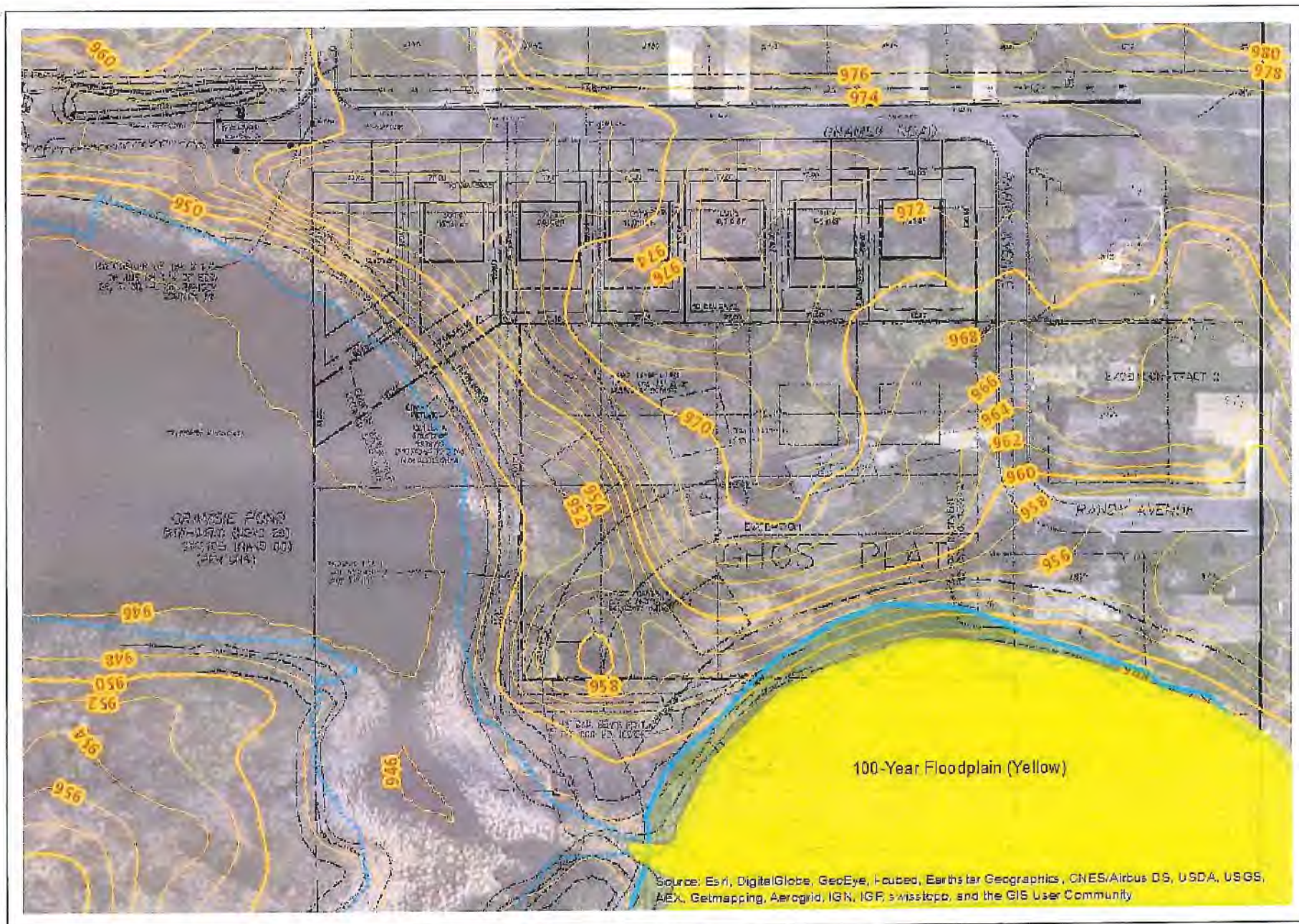
Jenifer Sorensen  
DNR East Metro Area Hydrologist  
1200 Warner Road  
St. Paul, MN 55106  
651-259-5754  
[jenifer.sorensen@state.mn.us](mailto:jenifer.sorensen@state.mn.us)

[mndnr.gov](http://mndnr.gov)



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0 50 100 200 Feet

**Gramsie Woods Preliminary Plat Displayed  
With Two Foot LIDAR Contours**







Nicole Hill <nhill@shoreviewmn.gov>

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## City of Shoreview - Proposed Subdivision

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Sorensen, Jenifer (DNR) <jenifer.sorensen@state.mn.us>  
To: Niki Hill <nhill@shoreviewmn.gov>

Tue, Sep 20, 2016 at 1:54 PM

Niki –

As a follow up to MNDNR's 8/25/16 comment letter sent regarding the Gramsie Woods Preliminary Plat, please include the following notes with the letter:

- As a condition of this preliminary plat, MNDNR recommends that the approval be made on the condition that the final plat will be able to meet the City's shoreland standards for percent impervious. (I had included 30% as the standard for all lots in the shoreland district, but I now realize that there are different standards for riparian and non-riparian lots within the City's shoreland ordinance).
- When reviewing the preliminary plat, it was unclear to me which areas have steep slopes and which have bluffs. MNDNR recommends that areas of steep slope and areas of bluff be shown on the plat so it is clear where these areas are within the proposed plat.
- Regarding the width of the wetland buffer:
  - Under the state shoreland rules, there are no standards for buffer widths from wetlands that do not have a DNR shoreland classification. This City standard is under section 209.065 of the City's code (under surface water management). This code states that a wetland buffer may be required by the City to meet the intent of the SWMP and that a 16.5 foot buffer width is the minimum necessary to protect surface water wetlands from adverse development impacts.
  - MNDNR appreciates that the City is applying this buffer requirement to Gramsie Pond (public water wetland 62021800). Buffers of vegetation around water bodies (lakes, streams, and wetlands) provide wildlife habitat, protect water quality, help to stabilize shorelines, and provide vegetation screening.
  - MNDNR won't comment directly on whether this specific buffer width (16.5 feet) is adequate since the requirement doesn't fall under state shoreland rules. As a comparison, though, under state shoreland rules, the shore impact zone (SIZ), where activities adjacent to the lake are restricted from development, is one-half the structure setback, and varies from 37.5 to 75 feet (depending on a lake or wetland's shoreland classification).

Please let me know if you would like to discuss these comments further –

Jen

**Jenifer Sorensen**, PE, PhD – East Metro Area Hydrologist (Ramsey and Washington Counties)

**MN DNR**, Division of Ecological and Water Resources | 1200 Warner Rd | St Paul, MN 55106

(651) 259-5754 | [jenifer.sorensen@state.mn.us](mailto:jenifer.sorensen@state.mn.us)

**From:** Niki Hill [<mailto:nhill@shoreviewmn.gov>]

**Sent:** Thursday, September 15, 2016 11:36 AM

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[Quoted text hidden]



Nicole Hill <nhill@shoreviewmn.gov>

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## City of Shoreview - Proposed Subdivision

2 messages

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**Niki Hill** <nhill@shoreviewmn.gov>  
To: SKreibich@ricecreek.org

Wed, Aug 17, 2016 at 12:52 PM

Hi Sam!

I have attached a proposed 7 lot single family + 1 outlot to the south in the area of Island Lake just north of 694. It is my understanding that they have already been in contact with your agency (or so I hope!). I am hoping to get comments (if any) from you regarding the plans by August 24th.

Please let me know if you have any questions or need further information.

Thanks!

- Niki

—  
**Niki Hill, AICP**

Economic Development and Planning Associate  
City of Shoreview | Community Development Department  
651.490.4658 | nhill@shoreviewmn.gov



**Comment Form.pdf**  
4656K

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**Samantha Berger** <SBerger@ricecreek.org>  
To: Niki Hill <nhill@shoreviewmn.gov>  
Cc: Kate MacDonald <kmacdonald@houstoneng.com>

Thu, Aug 25, 2016 at 1:35 PM

Hi Niki,

I just received your voicemail, and unfortunately I had not had a chance to review this. We do have a permit application that we received and it looks like we got the prelim plans yesterday. The intent would be to complete the review per our typical process, where our engineers will be reviewing the plans per our Rules. I will actually be out of office from Friday to Tuesday so if you have specific questions regarding the project, you can work with Kate MacDonald, she is part of the reviewing team.

kmacdonald@houstoneng.com

Thanks kindly,

Sam

**Samantha Berger,**

Sberger@ricecreek.org

District Technician  
Rice Creek Watershed District

4325 Pheasant Ridge Drive NE #611

Blaine, MN 55449-4539

Direct: (763) 398-3084

Cell: (612) 360-5043

www.ricecreek.org



Please consider following the RCWD on Facebook.

**From:** Niki Hill [mailto:nhill@shoreviewmn.gov]

**Sent:** Wednesday, August 17, 2016 12:52 PM

**To:** Samantha Berger <SBerger@ricecreek.org>

**Subject:** City of Shoreview - Proposed Subdivision

[Quoted text hidden]



Nicole Hill <nhill@shoreviewmn.gov>

---

**FW: RCWD - Gramise Woods**

3 messages

**Matt Pavék** <Mpavek@civilsitegroup.com>

Tue, Sep 6, 2016 at 9:26 AM

To: Niki Hill <nhill@shoreviewmn.gov>, Peter Knaeble <peterknaeble@gmail.com>, Tom Wesolowski <twesolowski@shoreviewmn.gov>

Niki,

Please see email below from watershed regarding wetland buffers.

Thanks!

**MATT PAVEK | Civil Engineer/Partner | mpavek@civilsitegroup.com**

Civil Site Group Inc | o. **612.615.0060** | m. **763.213.3944**

4931 W. 35<sup>th</sup> St, Suite 200 | St. Louis Park, MN 55416

Visit us at: [www.civilsitegroup.com](http://www.civilsitegroup.com)

---

**From:** Nicholas Tomczik [mailto:[ntomczik@ricecreek.org](mailto:ntomczik@ricecreek.org)]

**Sent:** Tuesday, September 6, 2016 9:08 AM

**To:** Matt Pavék <[Mpavek@civilsitegroup.com](mailto:Mpavek@civilsitegroup.com)>

**Cc:** Emmy Baskerville <[ebaskerville@houstoneng.com](mailto:ebaskerville@houstoneng.com)>; Kathleen Castle <[kcastle@shoreviewmn.gov](mailto:kcastle@shoreviewmn.gov)>

**Subject:** RCWD - Gramise Woods

Matt,

You inquired on RCWD "wetland buffer requirements". In response, in the City of Shoreview, the RCWD does not have any wetland buffer / setback requirements for wetlands. (Buffers would only come into play with a proposal of on-site mitigation.)

Nick Tomczik

Permit Coordinator/Wetland Specialist

Rice Creek Watershed District

4325 Pheasant Ridge Dr. NE, #611

Blaine, MN 55449-4539



Joe and Pam Lux

770 Randy Avenue, Shoreview, MN 55126

Niki Hill  
Economic Development and Planning Associate  
City of Shoreview  
4600 Victoria Street North  
Shoreview, MN 55126

**PRELIMINARY PLAT OF GRAMSIE WOODS**

Dear Ms. Hill:

We live at 770 Randy Avenue, in the neighborhood adjacent to the proposed Gramsie Woods development and have the following comments on the proposal:

- We have no objection to the seven-home development shown on the preliminary plat, though the smaller lot sizes are slightly out of character with the rest of our fully-developed neighborhood.
- The "ghost plat" included in the packet is inconsistent with the City's Comprehensive Plan. In Chapter 4 of the plan, on Page 4-40, in the section titled "Reiling Property West Of Island Lake", it states: "If access is proposed from the north, the owner must demonstrate that: 1) the access route will not cross protected wetlands; 2) any required wetland mitigation can be accomplished; and 3) this property will be included in the development plans for the abutting property to the north of Gramsie Road." The language of this section clearly requires all three conditions to be met. I have included the U.S. Fish and Wildlife Service National Wetlands Inventory Map, dated June 10, 2016, as "**Attachment 1**" to this letter. The wetlands inventory map clearly shows that the proposed road would cross protected wetlands and, therefore, that the road would not meet condition 1 of that section of the Comprehensive Plan. Thus, the "ghost plat" does not conform to the City's Comprehensive Plan and should be rejected by the Planning Commission and the City Council. We request that it be modified to preclude any development south of the wetlands identified near the Island Lake outlet.
- The City's 2008 Planned Zoning Map, Map 4.3 in the Comprehensive Plan, shows the area of the "ghost plat" that is south of the wetlands as being zoned "Natural". A proposal to build three homes on this site conflicts with its zoning and should not be allowed. We see this as another reason to reject the "ghost plat" and restrict it to the area north of the wetlands.

To summarize, we have no objection to the preliminary plat of Gramsie Woods, but serious objections to the "ghost plat" and request that the Planning Commission and City Council reject that portion of the proposal and require that any proposals conform to the City's Comprehensive Plan and Development Code. While the Gramsie Woods preliminary plat is slightly out of character with the rest of the neighborhood, the "ghost plat" does not conform to the City's planning framework and must be rejected unless the Comprehensive Plan is amended to accommodate that proposal. We would strongly oppose any efforts to amend the plan to do this.

If you would like to discuss these comments, I can be reached at 651-266-7114.

Sincerely,



Joseph Lux

Attachment

C: Sandy Martin, Mayor, City of Shoreview  
Terry Schwerm, Shoreview City Manager  
Kathleen Castle, Shoreview City Planner

John Doan, Chair, Shoreview Planning Commission  
Tom Simonson, Shoreview Community Development Director  
Shoreview City Council





## Wetlands



June 10, 2016

- |                                |                                   |          |
|--------------------------------|-----------------------------------|----------|
| Estuarine and Marine Deepwater | Freshwater Forested/Shrub Wetland | Other    |
| Estuarine and Marine Wetland   | Freshwater Pond                   | Riverine |
| Freshwater Emergent Wetland    | Lake                              |          |

This map is for general reference only. The US Fish and Wildlife Service is not responsible for the accuracy or currentness of the base data shown on this map. All wetlands related data should be used in accordance with the layer metadata found on the Wetlands Mapper web site.

National Wetlands Inventory (NWI)  
This page was produced by the NWI mapper





Nicole Hill <nhill@shoreviewmn.gov>

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## Request for Comments Attached - 0 Gramsie Road Proposed Development (Enclosures - two attachments)

---

Tom Fishlove <tfishlove@gmail.com>

Sun, Aug 21, 2016 at 8:38 AM

To: nhill@shoreviewmn.gov

Cc: schwalmtom@yahoo.com, kbn22273@yahoo.com, Kelly Loken <jaymormic@aol.com>, Marc Loken <loken36499@aol.com>, Ann & William Waugh <annandwilliam@comcast.net>, Ann Waugh <annmwaugh@gmail.com>

Dear Ms. Hill,

Attached are my comments and concerns **RE: REQUEST FOR COMMENT** for the Tuesday, August 30th, 2016 Shoreview Planning Commission review of the preliminary plat application submitted by the Golden Valley Land company for the development of a property located at 0 Gramsie Road with PIN numbers: 26.30.23.13.0027 and 26.30.23.13.0028.

The **first attachment** is a list of questions I prepared and asked at the developer's open house on August 17th. The developer answered all questions which were able to be answered at this preliminary juncture. Most of these questions are regulated by municipal, county, state and/or federal code. I include them to give the Planning Commission and City Council a high level view of my initial concerns.

The **second attachment** includes six (6) specific concerns that fall into a "grey area" as they are largely subjective and taken from the first attachment. I would like these questions to be acknowledged and addressed at the upcoming meeting. **Please acknowledge receipt of this e-mail and inform me if you need to be sent a hard copy or if this electronic communication is adequate.**

Thanks!

Respectfully Submitted,  
Tom Fishlove  
845 Gramsie Road  
Shoreview, MN 55126  
(651) 253-6086

**CC: Electronic Copies to Residents at 825, 835, 845 & 855 Gramsie Road**

---

### 2 attachments



**0 Gramsie Road Open House 8.17.2016 list of questions for developer.docx**  
24K



**Questions to Council & Planning Commission.docx**  
19K

August 17<sup>th</sup>, 2016

0 Gramsie Road Open House Questions – August 17<sup>th</sup>, 2016

(Questions based on letter from City and Drawings dated August 15, 2016)

Submitted by:

Thomas Fishlove

845 Gramsie Road

Shoreview, MN 55126

[tfishlove@gmail.com](mailto:tfishlove@gmail.com)

(651) 253-6086

1. Lot width lengths are inconsistent with the rest of the street. Proposed lot widths are approximately (with the corner at 90') where the existing homes on the north side of the street are all 100 foot widths, at least for the last four (4) houses. This smaller proposed lot width would change the character of the neighborhood with this increased housing density making it look more crowded than Vivian Gardens was originally designed. I would prefer minimum 100' lot widths to match current.

2. SWPPP? Highest elevation of new news versus current on north side.
3. Will there be a new storm water holding pond built or is existing basins adequate?
4. Contact with Army Corp. of Engineers RE: Island Lake wetland setbacks?
5. Utilities – electrical – will new substation be required? If so, where? Will new lines be buried underground or tapped into existing overhead poles? Underground would be more palatable including the existing poles on the north side.
6. Does existing infrastructure exist including water, wastewater, stormwater, electric and gas? Will street need to be dug up? Will existing utilities be interrupted and if so how and when. What is the notification requirement of existing residents for the future potential disruptions.
7. Trees – what to preserve and what to cut down?
8. Design of new manhole covers so infants and animals don't get their feet or paws caught?
9. Sq. footage of new homes? Sprinkler system required? New fire hydrant location?
10. Lot 7 plat looks irregular and smaller for the house.
11. Has the actual land been sold? I don't see any county record of this.
12. Expected value range of all 7 new homes? \$0.50 MM +/- Exterior? Brick or siding? New revenue generated vs. expected city/county expenditures?
13. Timing of project? Do you have buyers signed up already for new homes?
14. Future proposed ghost plat? Timing? What about the resident on 808 Randy Avenue? Is he part of this?
15. General Contractor and subs?
16. City bonding and licensing requirements.
17. PE stamp & signature missing on preliminary plat and grading/erosion drawing. I realize this is a preliminary drawing. Final needs seal of a licensed MN PE.
18. Existing insurance limits of builder and GC?
19. If this progresses, so will my list of questions based on available information.



**August 21, 2016**

Submitted by:

Thomas Fishlove

845 Gramsie Road

Shoreview, MN 55126

[tfishlove@gmail.com](mailto:tfishlove@gmail.com)

(651) 253-6086

**0 Gramsie Road Proposed Development Request for Comments**

(Questions based on letter from City and Drawings dated August 15, 2016 and from open house meeting with developer on August 17, 2016)

**Summary of Requests and concerns**

**1. HOUSING/LOT DENSITY**

The seven (7) lot width proposals of the new home sites are inconsistent with existing lot widths of 732-855 Gramsie Road – specifically 815, 825, 835, 845 & 855 Gramsie Road where existing lot widths are at one hundred (100) feet. The proposed plan, in my view, will change the character of the neighborhood for two reasons.

First, smaller lot widths in this location, regardless of what existing code allows, will increase the housing density on this part of Gramsie road and provide a “more crowded feel” than what Vivian Gardens was originally designed and what the neighborhood desires. **I would prefer a minimum 100’ lot width requirement to match the current lot widths on Gramsie Road, specifically the existing lots north of this proposed tract.**

Second, the diversity of the proposed lot styles and setbacks will alter the character of the existing neighborhood as it is inconsistent with the existing homes lot sizes. Again, **I would prefer and propose a minimum 100’ lot width requirement.**

**2. ELEVATION OF PROPOSED HOMES**

The highest elevation of the proposed housing tract shall not interfere with the existing views of the homes on the north side of the tract. 825, 835, 845 & 855 Gramsie Road all have 1 acre lots (0.97 acres to be exact) and have enjoyed the naturalistic views of trees and wildlife for more than 40 years. For example, my house has a front railed deck where my family has enjoyed, unobstructed, the view of trees, wildlife and nature since moving here. **I propose that the highest elevation of the seven new proposed lots not interfere with the southern views of 825-855 Gramsie Road (which are on the north side of this proposed tract.)**

**3. PRESERVATION OF CHARACTER OF EXISTING NEIGHBORHOOD**

All of the homes on Gramsie Road (west of Victoria) are unique in that there are no “cookie-cutter” style homes typical of many newer developments. Homes consist of one newer home (teardown and rebuilt), one home with an enlarged footprint, a brick Rambler, etc. **I propose and request that each of the seven (7) new homes have unique and individual characteristics which differentiate themselves from one another in a manner consistent with the existing neighborhood.**

#### **4. ELECTRICAL SERVICE**

The developer stated at the open house on August 17<sup>th</sup>, 2016 that the existing electrical service is adequate and that no new sub-station or switchgear boxes will be required. If this is incorrect, where will new a new switch gear box or substation be located?

For the proposed homes, will new electrical lines be buried underground or tapped into existing overhead poles? Underground is preferred as the existing poles on the north side of the street are unsightly. I propose that this project include funds to remove the existing utility poles and replace them with buried lines. For example, 845 Gramsie Road has a pole in front of the house while 855 Gramsie Road had a pole removed and lines buried. This occurred before both current owners occupied their respective residences and I do not know its history. **I propose that this new project remove overhead lines on Gramsie Road west of Randy and replace them with buried lines to be consistent with modern housing developments as well as 855 Gramsie Road .**

#### **5. SWPPP (Storm Water Pollution Prevention Plan) during and post construction**

The proposed tract is currently 3.5 acres of "forest" which absorbs water during rain events. Seven (7) new houses will decrease or eliminate the ability of this tract to absorb stormwater, with the water being directed to the path of least resistance. The developer proposed a raingarden at the end of Gramsie where a current fire hydrant exists. The cumulative effects from each proposed housing pad should be calculated with a 50, 100, 250 and 500 year storm event to ensure that the existing residences as well as the proposed homes have adequate topography to handle these "atypical" events. What is the highest elevation of new land news versus current lots on the north side? This is regulated by municipal, county, state and/or federal laws though I did want to call it to the board's attention.

#### **6. Manhole Covers for Stormwater**

I propose that if any new stormwater drain inserts are required that they be designed to prevent small children and animals from having their limbs "caught" or injured. The existing drains, in my view, are a smidgen too wide and deep.



Nicole Hill <nhill@shoreviewmn.gov>

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## Gramsie Road Project - one additional item

1 message

Tom Fishlove <tfishlove@gmail.com>

Mon, Aug 22, 2016 at 11:10 PM

To: nhill@shoreviewmn.gov

Hi Niki,

I have one additional item for the Planning Committee and City Council for the August 30th agenda which was brought to my attention from a neighbor. It is similar to the I-694 Road Construction currently ongoing. **The issue has to do with the trees and brush that need to be removed during the winter months to avoid disturbing long eared bats.** Tree removal during the winter prevents later habitat issues for the bats which are plagued by white-nose syndrome. **Long eared bats are listed as a threatened species under the Endangered Species Act.** I copied and pasted the MN DOT brief as well as the link for your convenience.

Thanks!

Tom



## Metro - I-694 between Arden Hills and Little Canada: 2016-2017 construction

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### Preliminary work begins today on Enhance 694 project

If you're driving on I-694 this month between Rice Street in Little Canada and Lexington Avenue in Arden Hills, you'll notice construction crews busy clearing trees and brush along the interstate.

Crews will begin cutting and piling up trees along both sides of the roadway in preparation for the start of construction this spring. Clearing activities will be carried out from 7 a.m. to 5 p.m. Monday through Friday, and the work will not affect I-694 traffic.

In case you're wondering, the trees and brush need to be removed during the winter months to avoid disturbing long eared bats. Tree removal during the winter prevents later habitat issues for the bats which are plagued by white-nose syndrome. Long eared bats are listed as a threatened species under the Endangered Species Act.

Construction of a third general purpose lane on I-694 between Rice Street and Lexington Avenue will begin early this spring and will be complete by the fall of 2017.

For more information, visit the project website.

August 22, 2016

To: Niki Hill, AICP

FR: Peak and Oranuj Tan

Subj: Golden Valley Land Co. Proposal

Dear Mrs. Hill,

Our concerns and comments for the Planning Commission to consider on the subject matter are:

1. Varince to omit 15' wider or 15' deeper requirement to increase the number of lots for houses should not be approved.
2. Who is financially responsible for the infrastructure improvements required to support the new houses?
3. What is the targeted price of each lot? and what is the targeted price of the house and the lot?
4. Are the houses custom design? What is the approximate construction time? Image of proposed houses should fit the context of surrounding houses.
5. How does it affect the property tax of the existing houses around Gramsie Woods?
6. What are the wetland regulations, preservation, tree replacements etc. of Gramsie Woods?
7. What is the surface water drainage routed, retained? and managed?
8. What will be the impact on the wild animals of Gramsie Woods?

sincerely,

Peak and Oranuj



August 21, 2016

To: Shoreview Planning Commission

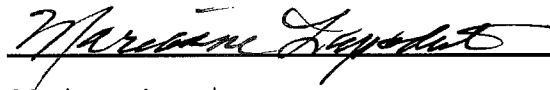
From: Marianne Lapadat, 799 Randy Ave, Shoreview, Mn. 55126

I Wish to voice my disapproval of the projected development presented to us for the development of the residential lots facing Gramsie Road in the number of 7 building lots from the normal of 5 buildable lots. All of the homes in our area are 85 ft in frontage and I believe this request conforms to the existing neighborhood.

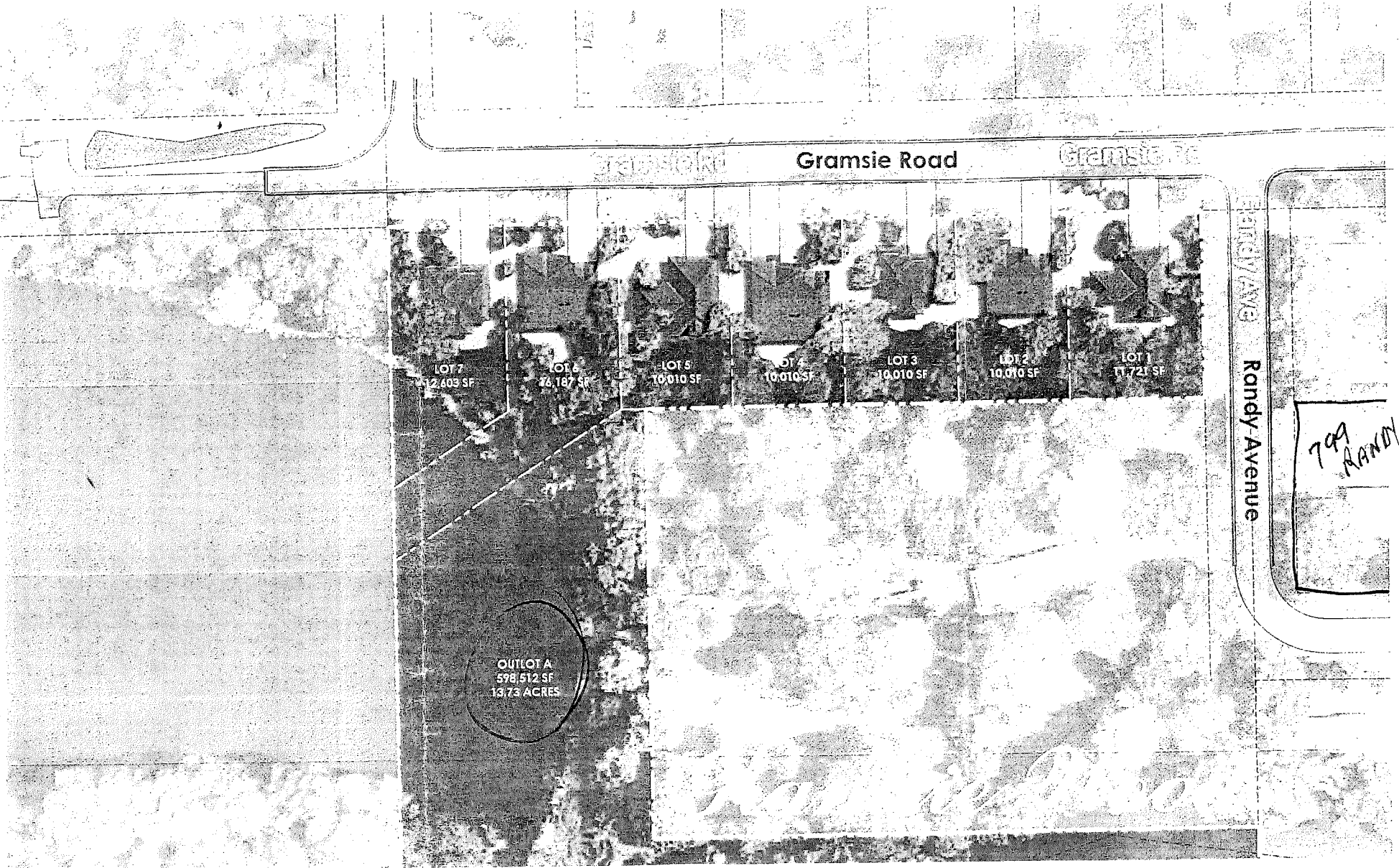
Because I have lived in this home for 47 years, I remember a similar request by the senior George Reiling many years ago (I don't remember exact date) but it was completely rejected at that time for the reasons I stated in my first paragraph, even though Mr. Reiling had already put in infrastucture without approvals necessary. Therefore I object completely to the variance requested by the developer. I do believe 5 lots of a larger size would probably attract homes of a greater value and bring the developer more money for the lots, and would be in accordance with the existing homes and lots in the area.

Also, as I am directly across the street from the Tan property which is showing a ghost plat for additional housing, I am cautiously considering what the future plans are for this parcel. The Peninsula parcel will definitely affect our lake enjoyment and I am afraid will only destroy the wild life and beauty of the area. We are already assaulted by freeway noise in this neighborhood and removing more trees and natural elements would adversely add to this problem. Our wish for Shoreview to address this problem with some sort of sound barrier or stand of trees still exists. The "ugly" freeway sign continues to blight our enjoyment of our neighborhood at this time. Would caution the city of Shoreview to think carefully before they allow this variance and any additional variances for these parcels of land.

I am very happy to be a resident of this wonderful community, and hope you continue to plan carefully for its future.

  
Marianne Lapadat





To: Niki Hill, AICP, Economic Development and Planning Associate

The concerns of Mary W. Turner at 792 Randy Ave.

Development of property located at 0 Gramsie Rd: Pin 26.30.23.13.0027 and 26.30.23.13.0028

The proposed property to be subdivided into seven lots on Gramsie Avenue does not match the existing lots in the neighborhood. It would look as if they crammed as many homes into this property for profit, not to enhance the look of the neighborhood. Reducing the property to five lots, would blend with the neighborhood and add more value to the settings of the higher end homes the builders have planned.

The future proposed outlot property :

The only problem that concerns me is the peninsula outlot area south of the Tan property.

Right now the noise from the 694 highway is a problem for Randy and Gramsie avenues. We dearly need a sound barrier wall and/or added trees to help with this problem. With any development to this peninsula area will reduce trees and increase the noise level.

Also with this development, the digital billboard located next to the golf course that looms over the trees would be more visible. I can drive down Randy Avenue and the sign is right over my house. Like a UFO. Not cool.

Finally, there is an abundance of wildlife and wetlands in this area. We need to preserve our open space and save this for not only the animals but for ourselves.

Thank you for listening and to consider my suggestions.

*Mary Turner*  
8/22/16

Comments:

1. Large Houses on small lots does not fit with the existing nature of the neighborhood. The houses will look cramped in. Lot width should match existing lots at 100'.
2. Development is too close to wetlands without proper buffer zone.
3. Proposed road over wetlands is probably illegal.
4. Sand wall was not built along north side of 694 because of Natural Sand Barrier. That will be gone with development.
5. Has the DNR been contacted to check for protected bat species that were found along 694?

Name: DAVE + MARY O'NEILL  
Address: 815 GRAMSIE ROAD

Tina and Jeff Moore 782 Randy Ave Shoreview, MN 55126

Niki Hill  
Economic Development and Planning Associate  
City of Shoreview  
4600 Victoria Street North  
Shoreview, MN 55126

**PRELIMINARY PLAT OF GRAMSIE WOODS**

Dear Ms. Hill:


Thank you for requesting feedback on the proposed Gramsie Hill Development. We live at 782 Randy Avenue, in the neighborhood adjacent to the proposed Gramsie Woods development and have the following comments on the proposal:

- In general we have no objection to the seven-home development shown on the preliminary plat. However lot 6 and 7 appear very close to the water. I am assuming standard water setbacks will be enforced for this development.
- We have a number of concerns with the ghost plat.
  - If all of the plans come to fruition, the peninsula that extends into the lake which is directly across from our house would be developed. Right now the peninsula is covered with trees and foliage which is a natural block the freeway noise and some of the light from the ClearChannel sign. The removal of this vegetation and building of houses, we feel would further diminish the desirability of our property, already diminished by the ever present ClearChannel sign's light pollution.
  - The disturbance of the wetlands called out in a letter written to you by Joe Lux are also a concern of ours.

To summarize, we have no objection to the preliminary plat of Gramsie Woods, but serious objections to the ghost plat and request that the Planning Commission and City Council reject the ghost portion of the portion of the plan

If you would like to discuss these comments, I can be reached at 612-747-5980.

Sincerely,



Tina Moore

C: Tom Simonson, Shoreview Community Development Director





Nicole Hill <nhill@shoreviewmn.gov>

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## Gramsie Woods –Planning Commission meeting 8/30

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H Tan <keikirocki@gmail.com>  
To: nhill@shoreviewmn.gov

Wed, Aug 24, 2016 at 10:43 PM

Good evening Ms. Hill,

Attached below are a few questions and comments I have in regards to the proposed development of Gramsie Woods by Golden Valley Land Co.

1. Please note that the proposed Gramsie Rd site is designated as Wetlands and Protected Waters by the Shoreview Comprehensive Plan Surface Water Management Plan of 2008. Please verify if/how the Federal, State, and County classifies Island Lake and the Gramsie site Wetland.
2. How will runoff be addressed with increased hard surfaces? The prepared Site Plan notes that if impervious surfaces are less than 40%, it will be drained into Island Lake. Is this permitted per City's Water Surface Management guidelines, Minnesota Wetland Conservation Plan, MN Department of Natural Resources, MN Board of Water and Soils Resources, Grass Lake Watershed Management, Shoreland Management Ordinance, and other Federal/State/County agencies since the property is adjacent to designated Wetlands and Protected Waters? If permitted, has the Developer contacted each of these agencies for confirmation?
3. What is considered impervious other than built structures—does it include sidewalks, driveways, patios, decks, tool sheds? Are these other impervious surfaces accounted for in the site plan and calculations? It appears only the building footprints are shown.
4. If determined that drainage into the lake is acceptable (if less than 50%) how will the Developer control the extent of impervious surface so it never exceeds 50%. What if the new homeowner requests additions such as decks, patios, garden shed, green house, 3-car garage, longer driveway,... and then exceeds 50%?
5. What drainage system is required if impervious surfaces exceeds 50%?
6. Why is the future development of the ghost plat indicated if not part of this proposal? Will it impact future access, infrastructure, drainage, erosion control, etc, when considering the new lots?
7. Would the City allow development on the peninsula and wetland area when the City has designated it as a Wetland/Protected Water/Sensitive area in the Shoreview Comprehensive Plan?
8. A smaller single family housing development (5 lots) was proposed to Shoreview Planning Commission on the same site years ago, but denied. Please forward the date of the previous submittal and reason for denial. Is the public able to access the file for additional information? Were there other proposals?
9. Can the Developer provide conceptual exterior elevations of the new homes?
10. Will all the homes be constructed simultaneously or only after the closing of each individual home?
11. If infrastructure upgrade is required, what segment of streets and utility easements will it affect and for how long until completed?
12. What are the tree replacement or landscape requirements?
13. Are there future plans to connect Gramsie Road to the west?

The existing

wetlands, shorelines, and wildlife habitat must be protected from contamination and erosion. Once the area is developed, it can never be brought back to its natural state. Please assure that the Developer heeds all City, County, State and Federal requirements for protection of the wetlands. They are very precious commodities for Shoreview.

Thank you for your time and consideration,  
H. Tan daughter of Mr. and Mrs. Tan  
808 Randy Ave. Shoreview



Nicole Hill <nhill@shoreviewmn.gov>

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## Gramsie Woods –Planning Commission meeting 8/30

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H Tan <keikirocki@gmail.com>  
To: nhill@shoreviewmn.gov

Thu, Aug 25, 2016 at 8:07 AM

Good morning Ms. Hill,

Can you add one last question to my list for the Planning Commission meeting?

**If the intent is to drain the properties to the Lake, how will it be collected from all the new lots and routed to the Lake? If its surface drainage to the Lake, how will the properties be contoured/swaled to prevent water from draining into the Tan property or ponding in place?**

Thank you,

H. Tan

[Quoted text hidden]

Future development of Gramsie and  
Randy Ave. Meeting on Aug. 30<sup>th</sup>.

Comments: Will the development and the run off  
holding area cause Island Lake to drain off  
through the Rice Creek watershed slower, which  
in turn would raise the maximum height of Lake  
(higher than the maximum height the lake has been <sup>through the year</sup> since  
1985)?

How will it affect the wildlife like the bats  
and the Ospreys?

The future development of Out Lot A doesn't  
affect the Island Lake run off to the wet lands  
which goes into the Rice Creek watershed.

Name: Greg Morey  
Address: 800 Randy Ave.



## PROPOSED MOTION

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

to adopt Resolution No. 16-97 approving the final layout for I-35W Managed Lane Improvements.

ROLL CALL:     AYES\_\_\_\_\_ NAYS\_\_\_\_\_

JOHNSON

QUIGLEY

SPRINGHORN

WICKSTROM

MARTIN

REGULAR COUNCIL MEETING  
OCTOBER 17, 2016

TO: MAYOR, CITY COUNCIL AND CITY MANAGER  
FROM: MARK MALONEY, PUBLIC WORKS DIRECTOR  
DATE: OCTOBER 12, 2016  
SUBJ: I-35W FINAL LAYOUT – MUNICIPAL CONSENT

## BACKGROUND

State statutes require MnDOT to seek municipal consent for future improvements such as are being contemplated for I-35W between Roseville and Blaine. The Shoreview City Council previously held a public hearing concerning the future improvements. City Council action is now requested for consideration of approval of the final layout.

## DISCUSSION

MnDOT has prepared a layout for future improvements to I-35W from County Road B2 in Roseville to Lexington Avenue in Blaine (see attached maps). A one mile long segment of the freeway abuts Shoreview's west border between Co. Rd I and Co. Rd. J so MnDOT is required to seek the City's municipal consent of the layout. The municipal consent process described in State Statutes 161.164 includes a public hearing concerning the final layout for the proposed improvements, and an eventual City Council action specific to approval (or non-approval) of the proposed layout by October 30, 2016.

MnDOT previously completed studies concerning the future of the I-35W North Corridor, culminating with the Managed Lane (MnPASS) Corridor Study that was published in June of 2013. That study identified potential design options for the segment of I-35W between Minneapolis and Forest Lake. Since that time, a Staff Advisory Committee (SAC) which includes transportation officials from the affected cities and counties has been involved with the final design process. The SAC helped guide MnDOT's efforts in the areas of Environmental Assessment, Traffic Forecasting/Modeling, Preliminary Layouts and Public Involvement. A number of meetings with the general public as well as elected officials have occurred over the past year to receive input concerning the proposed managed lane improvements for the corridor.

Besides MnPASS improvements that will directly reduce congestion, the final detailed construction plans for I-35W improvements will include noise walls in various locations of the corridor between Roseville and Blaine. These noise walls will be located and constructed in accordance with applicable Federal and State standards. Based on the results of the noise analysis that has been performed, MnDOT is not installing any noise walls in the portion of the I-35W corridor along the border with Shoreview.

MnDOT's layout does reflect closing NB I-35W/WB Highway 10 access ramp. This is understood to occur after Ramsey County creates access to the northerly portion of the Rice

Creek Commons development on the former TCAAP site. The attached correspondence from Ramsey County details the sequencing of transportation improvements for the area. The scheduling for the I-35W/County Road H interchange and “Thumb Road” construction in 2017 should ensure that access to the NB 35W and/or WB Highway 10 is uninterrupted.

In discussion with MnDOT staff, it has become apparent that the City cannot give municipal consent (approval) of the layout based on the condition of provision of alternate access in the area. This is because Ramsey County is technically the agency that has the authority to connect to County Road I and provide I-35W access at County Road H; MnDOT cannot control the timing of the internal transportation system improvements of Rice Creek Commons. Therefore, staff requested a letter from Ramsey County identifying the schedule for the improvements that would eventually provide alternate access to I-35W.

At this time it appears likely that the I-35W Managed Lane project would be constructed after 2020, however it is possible that Legislative action could accelerate the project timeline. Because of increasing congestion and safety concerns in the corridor, MnDOT desires the project to be as “shovel ready” as possible in the event funding can be secured earlier. The current proposal by MnDOT requires no financial participation by the City of Shoreview regardless of project timing.

#### RECOMMENDATION

Staff is supportive of MnDOT’s proposed layout for future I-35W managed lane improvements but recognizes that the plans reflect significant closure to I-35W/Highway 10 access at County Road I. The final plans and schedule for transportation improvements for the Rice Creek Commons Development in Arden Hills provide a safer alternate for access to NB I-35W and WB Highway 10 than is proposed to be eliminated at County Road I. A Resolution approving the final layout for the proposed I-35W Managed Lane Improvements is provided for consideration.

**\*\*draft\*\***

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

**HELD OCTOBER 17, 2016**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on October 17, 2016 at 7:00 p.m. The following members were present:

and the following members were absent:

Member            introduced the following resolution and moved its adoption.

**RESOLUTION NO. 16-97**

**LAYOUT APPROVAL FOR I-35W MANAGED LANE IMPROVEMENTS**

WHEREAS, the Commissioner of Transportation has prepared a final layout for State Project 6284-172 on Trunk Highway 35W, from County Road B2 (Roseville) to Sunset Avenue (Lino Lakes); and seeks approval thereof, as described in Minnesota Statutes 161.162 and 161.167; and

WHEREAS, said final layout is on file in the Metro District, Minnesota Department of Transportation office, Roseville, Minnesota, being marked as Layout No. 1A, S.P. 6284-172, from Co. Rd. B2 in Roseville to 0.1 miles north of Sunset Avenue in Lino Lakes.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SHOREVIEW, MINNESOTA that said final layout for the improvement of Trunk Highway 35W within the corporate limits be and is hereby approved.

The motion for the adoption of the foregoing resolution was duly seconded by Member and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same: .

WHEREUPON, said resolution was declared duly passed and adopted this 17th day of October, 2016.

STATE OF MINNESOTA    )  
  )  
COUNTY OF RAMSEY    )  
  )  
CITY OF SHOREVIEW     )

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 17th day of October, 2016, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to authorizing agreements relating to I-35W Layout Approval.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 18th day of October, 2016.

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Terry Schwerm  
City Manager

SEAL



I-35W

Study Area









I-35W/Highway 96  
Interchange  
(2015)

Spine Road  
(2016)

Site Grading  
and Utilities  
(2016)

I-35W/County  
Road H Interchange  
(2016)

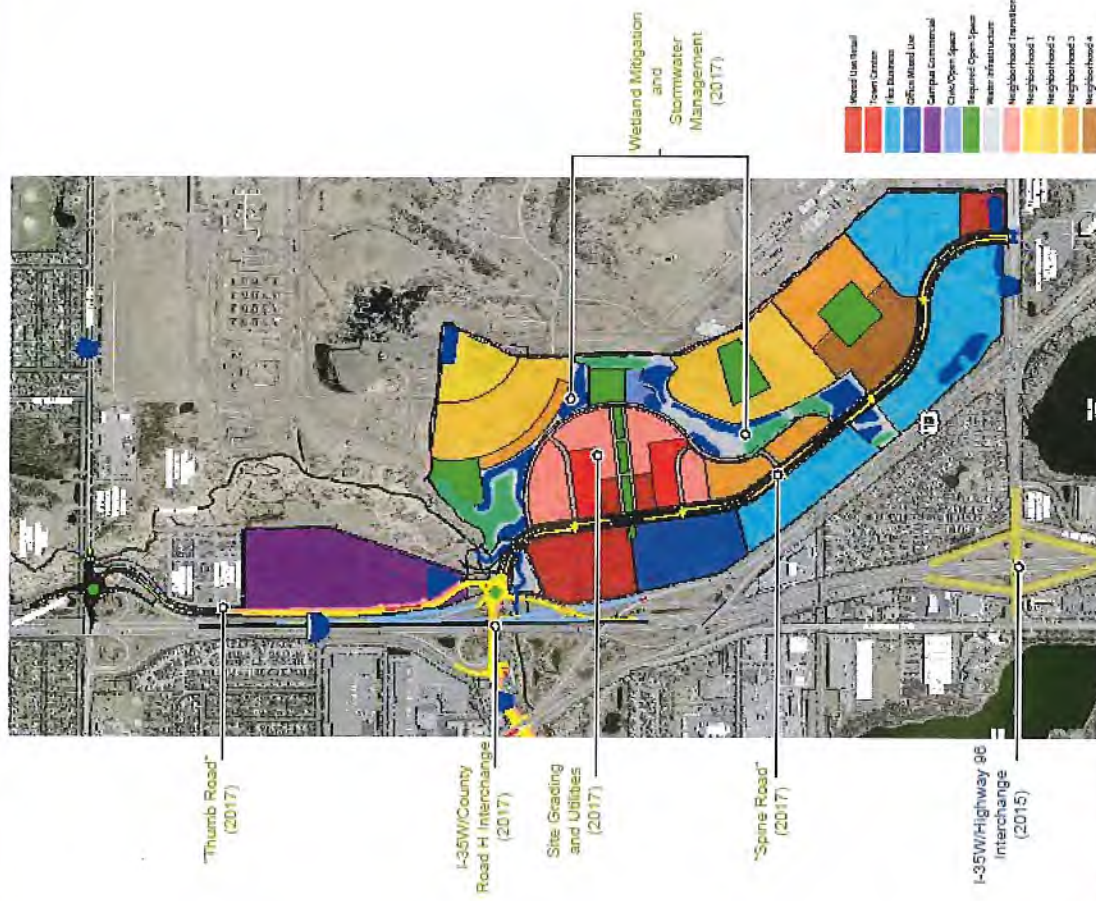
Thumb Road/  
County Road I  
(2017)



Wetland Mitigation and  
Stormwater Management  
(2016)



## Construction Start Dates



October 6, 2016

Mark Maloney, Public Works Director  
City of Shoreview  
4600 Victoria Street N  
Shoreview, MN 55126

RE: Improvements at County Road I and Rice Creek Parkway &  
Rice Creek Commons Thumb Road

Mr. Maloney,

We understand that the City of Shoreview City Council plans to issue a resolution giving MnDOT municipal consent for the I-35W Managed Lanes project, which includes removal of the ramp from County Road I to northbound I-35W. We also understand that removal of the ramp before the Rice Creek Commons Thumb Road is constructed from County Road I to County Road H is undesirable.

For the past couple years, the County has been working with MnDOT and the Cities of Shoreview and Arden Hills to develop improvements at the intersection of County Road I and Rice Creek Parkway. Recently the scope of the project has been expanded to include not only construction of the roundabout intersection, but also construction of the Thumb Road and removal of the County Road I/northbound I-35W ramp. The Thumb Road will provide a connection from County Road I to the interchange at County Road H, where there is access to northbound I-35W.

The proposed project, including the improvements identified above, is programmed for construction in 2017. The geometric layout has been reviewed by MnDOT and is close to being approved. Our consultant has begun development of construction plans that will be submitted to MnDOT for review by December 2016. The proposed schedule includes a bid opening in March 2017 with a May 2017 construction start.

Feel free to contact Project Manager Beth Engum at (651) 266-7115 or [beth.engum@co.ramsey.mn.us](mailto:beth.engum@co.ramsey.mn.us) if you have any questions.

Sincerely,

Jim Tolaas, County Engineer/Director  
Ramsey County Public Works